



**Service Director – Legal, Governance and  
Commissioning**

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## Decision Summary

**Committee:**  
**AUDIT COMMITTEE**

**Date:**

**Committee Clerk:**

**TEL:**

**CORPORATE GOVERNANCE AND**

**FRIDAY 21 FEBRUARY 2025**

**Nicola Sylvester**

**01484 221000**

### **Chair**

Councillor John Taylor

### **Councillors Attended**

Councillor James Homewood

Councillor Angela Sewell

Councillor Caroline Holt

Councillor Kath Pinnock

### **Attendees**

Steve Mawson, Chief Executive

Samantha Lawton, Service Director, Legal, Governance and Commissioning,

Andy Simcox, Service Director for Strategy and Innovation,

Leigh Webb, Head of Governance,

Martin Dearnley, Head of Risk,

Terence Hudson, Head of Technology,

Chris Read, Corporate Customer Standards Officer,

Alice Caruthers, Senior Risk Officer,

Greg Charnley, Grant Thornton.

### **Co-optees**

Kim Taylor

Helen Clay

### **Apologies**

Councillor Tyler Hawkins

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## **2 Minutes of Previous Meeting**

To approve the Minutes of the meeting of the Committee held on the 31<sup>st</sup> January 2025.

**RESOLVED-** That the minutes of the meeting held on 31<sup>st</sup> January 2025 be approved as a correct record.

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## **7 Corporate Customer Standards Annual Report 2023-24**

To consider the Corporate Customer Standards Annual Report 2023-24.

Contact: Chris Read, Corporate Customer Standards Officer.

**RESOLVED-** That the Corporate Customer Standards Annual Report 2023-24 be approved.

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## **8 Risk Management Annual Report 2024/25**

To receive the Risk Management Annual Report 2024/25.

Contact: Alice Carruthers, Senior Risk Officer.

**RESOLVED-** That the Risk Management Annual Report 2024/25 be noted.

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## **9 Dates of Council Meetings - Proposal for Additional Council Meeting (Reference to Council)**

To consider the Dates of Council Meeting – Proposal for Additional Council Meeting (Reference to Council) report.

Contact: Leigh Webb, Head of Governance.

**RESOLVED-** That an additional meeting of Council be scheduled to take place on 23<sup>rd</sup> April 2025.

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## **10 Update to Corporate Code of Governance**

To consider the update to Corporate Code of Governance.

Contact: Samantha Lawton, Service Director, Legal, Governance and Commissioning.

**RESOLVED-** That the suggested updates to the Code of Corporate Governance be recommended to Council.

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## **11 Update on representations on Outside Bodies**

To receive the update on representations on Outside Bodies.

Contact: Leigh Webb, Head of Governance.

### **RESOLVED-**

- 1) That the update on representation on Outside Bodies as Appendix 1 be noted.
  - 2) That Outside Body representation be continued to be monitored and any changes following the Annual General Meeting be reported to this Committee in September each year.
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## **12 Cyber Security Assurance**

To receive the Cyber Security Assurance report.

Contact, Terence Hudson, Head of Technology.

**RESOLVED-** That the cyber security technical controls and process already in place which meet UK Government expectations be noted.

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## **13 Internal Audit Quarterly Report 3 2024/25, October 2024 to December 2024**

To receive the Internal Audit Quarterly report 3, October 2024 to December 2024.

Contact: Martin Dearnley, Head of Risk.

**RESOLVED-** That the Internal Audit Quarterly Report 3 2024/5, October 2024 to December 2024 be noted.

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## **14 Exclusion of the Public**

To resolve that under Section 100(A)(4) of the Local Government Act 1972, the public be excluded from the meeting during consideration of the following items of business on the grounds that they involve the likely disclosure of exempt information as defined in Part 1 of Schedule 12A of the Act.

**RESOLVED-** That acting under Section 100(A) of the Local Government Act 1972, the public be excluded from the meeting for the following items of business on the grounds that they involve the likely disclosure of exempt information as defined in Part 1 of Schedule 12A of the Act, as specifically state in the undermentioned minute.

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**15 Internal Audit Quarterly Report 3 2024/25, October 2024 to December 2024**

Exempt appendix in relation to agenda item 13.

**RESOLVED-** That the Committee noted the exempt information, which was an appendix to Agenda item 13.

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