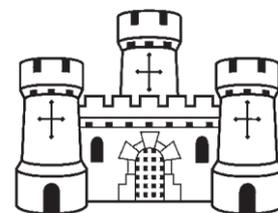


**Date of meeting** Monday, 8th February, 2021  
**Time** 7.00 pm  
**Venue** Hybrid Meeting - Castle  
**Contact** Denise French



**NEWCASTLE  
UNDER LYME**

**BOROUGH COUNCIL**

Castle House  
Barracks Road  
Newcastle-under-Lyme  
Staffordshire  
ST5 1BL

# Audit and Standards Committee

## AGENDA

### PART 1 – OPEN AGENDA

- 1 APOLOGIES**
- 2 DECLARATIONS OF INTEREST**  
To receive Declarations of Interest from Members on items included in the agenda
- 3 MINUTES OF PREVIOUS MEETING** (Pages 3 - 8)  
To consider the minutes of the previous meeting held on 9<sup>th</sup> November 2020.
- 4 EXTERNAL AUDIT ANNUAL AUDIT LETTER** (Pages 9 - 24)
- 5 INTERNAL AUDIT UPDATE QUARTER 3** (Pages 25 - 30)
- 6 QUARTER 3 CORPORATE RISK MANAGEMENT REPORT 2020-21** (Pages 31 - 54)
- 7 COMMITTEE WORK PLAN** (Pages 55 - 56)
- 8 URGENT BUSINESS**  
To consider any business which is urgent within the meaning of Section 100B(4) of the Local Government Act 1972

**Members:** Councillors Paul Waring (Chair), Kenneth Owen (Vice-Chair), Sylvia Dymond, Sarah Pickup, Mike Stubbs, Gillian Burnett and Barry Panter

**Members of the Council: If you identify any personal training/development requirements from any of the items included in this agenda or through issues raised during the meeting, please bring them to the attention of the Democratic Services Officer at the close of the meeting.**

**Meeting Quorums :- 16+= 5 Members; 10-15=4 Members; 5-9=3 Members; 5 or less = 2 Members.**

**SUBSTITUTE MEMBER SCHEME (Appendix 9, Section 4 of Constitution)**

**Contacting the Council:**

Switchboard 01782 717717 . Text 07800 140048

Email [webmaster@newcastle-staffs.gov.uk](mailto:webmaster@newcastle-staffs.gov.uk).

[www.newcastle-staffs.gov.uk](http://www.newcastle-staffs.gov.uk)

The Constitution provides for the appointment of Substitute members to attend Committees. The named Substitutes for this meeting are listed below:-

|                     |               |                  |
|---------------------|---------------|------------------|
| Substitute Members: | Mark Holland  | Kyle Robinson    |
|                     | Graham Hutton | Gillian Williams |
|                     | Andrew Parker | Bert Proctor     |

*If you are unable to attend this meeting and wish to appoint a Substitute to attend in your place you need go:*

- Identify a Substitute member from the list above who is able to attend on your behalf
- Notify the Chairman of the Committee (at least 24 hours before the meeting is due to take place) NB Only 2 Substitutes per political group are allowed for each meeting and your Chairman will advise you on whether that number has been reached

Officers will be in attendance prior to the meeting for informal discussions on agenda items.