



Nottingham City Council Audit Committee

Date: Friday, 28 May 2021

Time: 10.30 am

Place: Dining Room - at the Council House

Please see information at the bottom of this agenda front sheet about requirements for ensuring Covid-safety.

Councillors are requested to attend the above meeting to transact the following business

Director for Legal and Governance

Governance Officer: Kate Morris **Direct Dial:** 0115 876 4353

- 1 Appointment of Vice Chair**
- 2 Apologies**
- 3 Declarations of Interests**
- 4 Minutes** 3 - 10
To confirm the minutes of the meeting held on 26 March 2021
- 5 Work Programme and Action Log** 11 - 14
Work Programme and Action Log for noting
- 6 Working Group updates** Verbal
Verbal updates from the Working Groups
- 7 Brexit Update** Verbal
- 8 Verbal Update from External Auditor** Verbal
A verbal update from the External Auditor on progress of the 19/20 and 20/21 audit process
- 9 Annual Report of health and safety within the council** 15 - 22
Report of the Director of Legal and Governance
- 10 COVID-19 and Emergency Planning** 23 - 26

Report of the Director of Legal and Governance

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| 11 | Culture & Ethics Report of the Interim Corporate Director Finance and Resources | 27 - 42 |
| 12 | HR Annual Assurance Report of the Director for HR & Equality, Diversity and Inclusion | 43 - 54 |
| 13 | Audit Committee Terms of Reference Report of the Interim Corporate Director of Finance & Resources | 55 - 62 |
| 14 | Future meeting dates To agree to meet on the following Fridays at 10.30am 30 July 2021 24 September 2021 28 October 2021 26 November 2021 25 February 2021 | |
| 15 | Exclusion of the public To consider excluding the public from the meeting during consideration of the remaining item(s) in accordance with Section 100A(4) of the Local Government Act 1972 on the basis that, having regard to all the circumstances, the public interest in maintaining the exemption outweighs the public interest in disclosing the information | |
| 16 | Exempt Minutes To confirm the exempt minutes of the meeting held on 26 March 2021 | 63 - 66 |
| 17 | Companies Governance Update Report of the Interim Corporate Director for Finance and Resources | 67 - 68 |

If you need any advice on declaring an interest in any item on the agenda, please contact the Governance Officer shown above, if possible before the day of the meeting

Citizens attending meetings are asked to arrive at least 15 minutes before the start of the meeting to be issued with visitor badges

Citizens are advised that this meeting may be recorded by members of the public. Any recording or reporting on this meeting should take place in accordance with the Council's policy on recording and reporting on public meetings, which is available at www.nottinghamcity.gov.uk. Individuals intending to record the meeting are asked to notify the Governance Officer shown above in advance.

In order to hold this meeting in as Covid-safe a way as possible, all attendees are asked to follow current Government guidance and:

- remain seated and maintain distancing between seats through the meeting.
Please also remember to maintain distancing while entering and leaving the room.
- wear face coverings throughout the meeting.
- make use of the hand sanitiser available and, when moving about the building follow signs about traffic flows, lift capacities etc
- comply with Test and Trace requirements by scanning the QR code at the entrance to the building and/or giving name and contact details to the Governance Officer at the meeting.