

# Public Document Pack

Legal and Democratic Services



**To: All Members of the Audit, Crime & Disorder and Scrutiny Committee**

Dear Councillor,

**Audit, Crime & Disorder and Scrutiny Committee - Thursday, 19th November, 2020 ,**  
<https://attendee.gotowebinar.com/register/4806809059918188813>

Please find attached the following document for the meeting of the Audit, Crime & Disorder and Scrutiny Committee to be held on Thursday, 19th November, 2020. This was not included in the original Agenda pack published previously.

1. **MINUTES OF THE PREVIOUS MEETING** (Pages 3 - 4)

The Committee is asked to confirm as a true record the Minutes of the Meeting of the Committee held on 6 February 2020 and Special Meeting of the Committee held on 17 September 2020 (both attached) and to authorise the Chair to sign them.

For further information, please contact Democratic Services, [democraticservices@epsom-ewell.gov.uk](mailto:democraticservices@epsom-ewell.gov.uk) or 01372 732000

Yours sincerely

A handwritten signature in black ink, appearing to read "K. Beldan".

Chief Executive

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### Minutes of the Meeting of the AUDIT, CRIME & DISORDER AND SCRUTINY COMMITTEE held on 17 September 2020

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#### **PRESENT -**

Councillor Steve Bridger (Chair); Councillor Steven McCormick (Vice-Chair);  
Councillors Arthur Abdulin, Nigel Collin, Liz Frost, Rob Geleit, David Gulland,  
Colin Keane and Alan Sursham

In Attendance: Neil Pitman (Head of Southern Internal Audit Partnership) (Southern Internal Audit Partnership (Internal Auditor)) and Natalie Jerams (Assistant Head of Partnership) (Southern Internal Audit Partnership (Internal Auditor))

Absent: Councillor Phil Neale

Officers present: Kathryn Beldon (Chief Executive), Gillian McTaggart (Head of Policy, Performance & Governance), Margaret Jones (Business Assurance Manager), Sarah Keeble (Democratic Services Officer) and Tim Richardson (Committee Administrator)

#### **25 QUESTION TIME**

No questions were asked or had been submitted by members of the public.

#### **26 DECLARATIONS OF INTEREST**

No declarations of interest were made by Members in items on the agenda for this meeting.

#### **27 ANNUAL GOVERNANCE STATEMENT 2019/20**

The Committee received a report seeking its approval of the draft Annual Governance Statement for 2019/20 and that it receives the Annual Internal Audit Report & Opinion for the year ended 31 March 2020.

The Committee received an introduction from the Head of Policy, Performance and Governance.

The following points were raised by the Committee:

**Complaints:** It was noted that there was no further action to be brought to the Committee regarding complaints, and that the level of those received would continue to be monitored. It was noted that levels had improved from last year.

**Tense throughout reports:** Members raised concerns inconsistencies within reports relating to tense. It was noted that these were correctly written, and reflected actions completed throughout the course of the year.

**Progress in debt recovery actions:** Members raised concerns regarding progress in debt-recovery actions. It was noted that Management collated a number of actions to be complete in order to mitigate the identified risks, and would work through these actions to address them. The Committee would be updated with this progress in the next meeting.

Following consideration, it was resolved with 7 Members voting for, 1 abstention, and the Chair not voting that the Committee:

- (1) Approved the 2019/20 Annual Governance Statement (AGS) as set out in Appendix 1, prior to it being signed by the Chief Executive and the Chairman of the Strategy & Resources Committee on behalf of the Council.**
- (2) Received the Annual Internal Audit Report & Opinion 2019/20 as set out in Appendix 2.**
- (3) Agreed to give delegated authority to the Chief Finance Officer to make any required amendments to the AGS prior to its submission with the Statement of Accounts.**

*The meeting began at 2.00 pm and ended at 2.29 pm*

COUNCILLOR STEVE BRIDGER (CHAIR)