

# AUDIT, GOVERNANCE AND STANDARDS COMMITTEE MEETING

Date: Monday 15 March 2021

Time: 6.30 p.m.

Venue: Remote Meeting - The public proceedings of the meeting will be broadcast live and recorded for playback on the Maidstone Borough Council website

Membership:

Councillors Adkinson (Vice-Chairman), Brindle, Coulling (Parish Representative), Cox, Cuming, Daley, Fissenden, Harvey (Chairman), Perry, Round and Titchener (Parish Representative)

*The Chairman will assume that all Members will read the reports before attending the meeting. Officers are asked to assume the same when introducing reports.*

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<b><u>AGENDA</u></b>	<b><u>Page No.</u></b>
1. Apologies for Absence	
2. Notification of Substitute Members	
3. Urgent Items	
4. Notification of Visiting Members	
5. Disclosures by Members and Officers	
6. Disclosures of Lobbying	
7. To consider whether any items should be taken in private because of the possible disclosure of exempt information	
8. Minutes of the meeting held on 18 January 2021	1 - 11
9. Question and answer session for members of the public (if any)	
10. Questions from Members to the Chairman (if any)	
11. Complaints Received under the Members' Code of Conduct	12 - 16
12. Housing Benefit Subsidy Claim 2019-20	17 - 21
13. Fraud & Compliance Team Update 2019/20	22 - 27
14. Annual Risk Management Report	28 - 38

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**Issued on Friday 5 March 2021**

**Continued Over/:**



**Alison Broom, Chief Executive**

15. Internal Audit & Assurance Report 2021/22	39 - 70
16. External Auditor's Audit Plan 2020/21	71 - 97
17. Budget Strategy - Risk Assessment Update	98 - 114

### **INFORMATION FOR THE PUBLIC**

In order to ask a question at this remote meeting, please call **01622 602899** or email [committee@maidstone.gov.uk](mailto:committee@maidstone.gov.uk) by 5 p.m. one clear working day before the meeting (i.e. by 5 p.m. on Thursday 11 March 2021). You will need to provide the full text in writing.

If your question is accepted, you will be provided with instructions as to how you can access the meeting.

In order to make a statement in relation to an item on the agenda, please call **01622 602899** or email [committee@maidstone.gov.uk](mailto:committee@maidstone.gov.uk) by 5 p.m. one clear working day before the meeting (i.e. by 5 p.m. on Thursday 11 March 2021). You will need to tell us which agenda item you wish to comment on.

If you require this information in an alternative format please contact us, call **01622 602899** or email [committee@maidstone.gov.uk](mailto:committee@maidstone.gov.uk).

To find out more about the work of the Committee, please visit [www.maidstone.gov.uk](http://www.maidstone.gov.uk).