

Notice of Audit and Governance Committee

Date: Thursday, 16 October 2025 at 6.00 pm

Venue: HMS Phoebe, BCP Civic Centre, Bournemouth BH2 6DY



Membership:

Chair:

Cllr E Connolly

Vice Chair:

Cllr M Andrews

Cllr S Armstrong
Cllr J Beesley
Cllr J J Butt

Cllr M Phipps
Cllr V Slade
Cllr M Tarling

Cllr C Weight

Independent persons:

Lindy Jansen-VanVuuren

Samantha Acton

NOTE: Membership subject to change pending appointment of councillors to committees at Council meeting on 14 October 2025.

All Members of the Audit and Governance Committee are summoned to attend this meeting to consider the items of business set out on the agenda below.

The press and public are welcome to view the live stream of this meeting at the following link:

<https://democracy.bcpCouncil.gov.uk/ieListDocuments.aspx?MIId=5983>

If you would like any further information on the items to be considered at the meeting please contact: Jill Holyoake 01202 127564 or email democratic.services@bcpCouncil.gov.uk

Press enquiries should be directed to the Press Office: Tel: 01202 118686 or email press.office@bcpCouncil.gov.uk

This notice and all the papers mentioned within it are available at democracy.bcpCouncil.gov.uk

AIDAN DUNN
CHIEF EXECUTIVE

8 October 2025

**DEBATE
NOT HATE**



Available online and
on the Mod.gov app

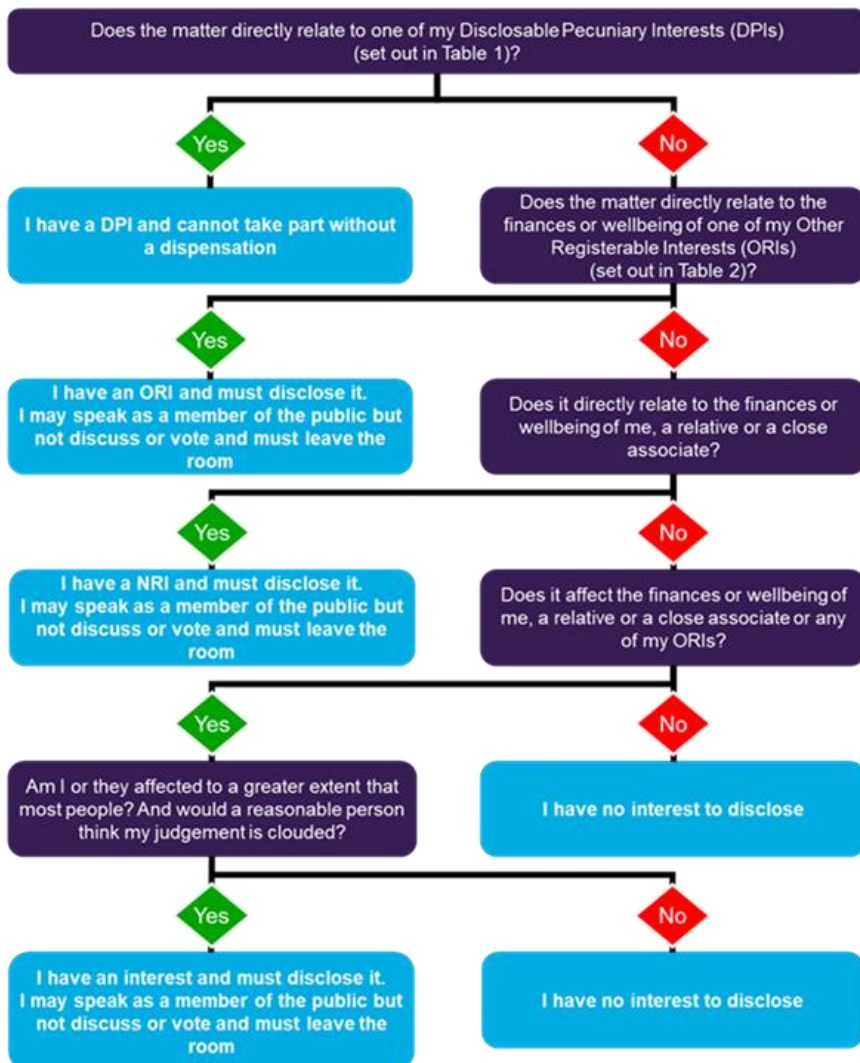


Maintaining and promoting high standards of conduct

Declaring interests at meetings

Familiarise yourself with the Councillor Code of Conduct which can be found in Part 6 of the Council's Constitution.

Before the meeting, read the agenda and reports to see if the matters to be discussed at the meeting concern your interests



What are the principles of bias and pre-determination and how do they affect my participation in the meeting?

Bias and predetermination are common law concepts. If they affect you, your participation in the meeting may call into question the decision arrived at on the item.

Bias Test

In all the circumstances, would it lead a fair minded and informed observer to conclude that there was a real possibility or a real danger that the decision maker was biased?

Predetermination Test

At the time of making the decision, did the decision maker have a closed mind?

If a councillor appears to be biased or to have predetermined their decision, they must NOT participate in the meeting.

For more information or advice please contact the Monitoring Officer

Selflessness

Councillors should act solely in terms of the public interest

Integrity

Councillors must avoid placing themselves under any obligation to people or organisations that might try inappropriately to influence them in their work. They should not act or take decisions in order to gain financial or other material benefits for themselves, their family, or their friends. They must declare and resolve any interests and relationships

Objectivity

Councillors must act and take decisions impartially, fairly and on merit, using the best evidence and without discrimination or bias

Accountability

Councillors are accountable to the public for their decisions and actions and must submit themselves to the scrutiny necessary to ensure this

Openness

Councillors should act and take decisions in an open and transparent manner. Information should not be withheld from the public unless there are clear and lawful reasons for so doing

Honesty & Integrity

Councillors should act with honesty and integrity and should not place themselves in situations where their honesty and integrity may be questioned

Leadership

Councillors should exhibit these principles in their own behaviour. They should actively promote and robustly support the principles and be willing to challenge poor behaviour wherever it occurs

AGENDA

Items to be considered while the meeting is open to the public

1. Apologies

To receive any apologies for absence from Councillors.

2. Substitute Members

To receive information on any changes in the membership of the Committee.

Note – When a member of a Committee is unable to attend a meeting of a Committee or Sub-Committee, the relevant Political Group Leader (or their nominated representative) may, by notice to the Monitoring Officer (or their nominated representative) prior to the meeting, appoint a substitute member from within the same Political Group. The contact details on the front of this agenda should be used for notifications.

3. Declarations of Interests

Councillors are requested to declare any interests on items included in this agenda. Please refer to the workflow on the preceding page for guidance.

Declarations received will be reported at the meeting.

4. Confirmation of Minutes

7 - 28

To confirm and sign as a correct record the minutes of the meeting held on 24 July 2025.

a) Action sheet

29 - 32

To consider any outstanding actions from previous meetings.

5. Public Issues

To receive any public questions, statements or petitions submitted in accordance with the Constitution. Further information on the requirements for submitting these is available to view at the following link:-

<https://democracy.bcpccouncil.gov.uk/ieListMeetings.aspx?CommitteeID=151&info=1&bcr=1>

The deadline for the submission of public questions is midday on Friday 10 October 2025 [midday 3 clear working days before the meeting].

The deadline for the submission of a statement is midday on Wednesday 15 October 2025 [midday the working day before the meeting].

The deadline for the submission of a petition is Thursday 2 October 2025 [10 working days before the meeting].

ITEMS OF BUSINESS

6. External Auditor – Audit Progress & Sector Update

33 - 62

Grant Thornton, as the Council's appointed External Auditors, have produced a report (Appendix A) which provides an update to Audit & Governance Committee on their progress to date in delivering their responsibilities.

The report includes an update on their 2024/25 audit work. Key points of note are:

- **Financial Statements Audit 2024/25** – Grant Thornton aims to present their Audit Findings Report for 2024/25 to the November meeting of the Audit & Governance Committee.
- **Value for Money** – Grant Thornton plan to report their Value for Money arrangements findings in their interim Auditor's Annual Report at the November Audit & Governance Committee.

The report also includes a summary of emerging national issues and developments that may be relevant to the Council.

7. Treasury Management Monitoring update for Quarter 2 2025/26 63 - 70

The report sets out the quarter two position for 2025/26 which forecasts an underspend of £0.3m due to the Council's ability to borrow in the local authority market at lower than budgeted interest rates.

8. Procurement and Contract Management - Delivery Plan Progress Report 71 - 86

BCP Council's Head of Procurement and Contract Management has produced a presentation (Appendix A) which provides an update to Audit & Governance Committee on progress to date in delivering BCP's Procurement and Contract Management Strategy 2024 - 2028.

The presentation includes an update on progress made during the first year of delivery of BCP's Procurement and Contract Management Strategy. Key points of note are:

- **Commitments** – 29 of the 57 commitments described in the BCP's Procurement and Contract Management Strategy 2024 – 2028 are marked as completed
- **Performance against (9) measures** – the presentation includes slides for 7 of the 9 measures described in Section 5.5 of BCP's Procurement & Contract Management Strategy 2024-2028.

The presentation also includes a summary of further reforms to public procurement that are expected to become relevant to the Council.

9. Risk Management - Corporate Risk Register Update 87 - 168

This report updates councillors on the position of the Council's Corporate Risk Register. The main updates are as follows:

- The net score for CR02 – We may fail to achieve appropriate outcomes and quality of service for children and young people including potential inadequate safeguarding, has reduced from 12 to 8.
- The risk CR09 – We may fail to maintain a safe and balanced budget for the delivery of services, and managing the MTFP, the target risk score

has increased from 8 to 12.

- Risk CR24 – We may fail to adequately address concerns around community safety, this risk has been extended to include risks around the Prevent Duty.
- Risk CR28 – We may fail to adopt a Bournemouth Christchurch and Poole Local Plan. This is a new risk added for this quarter.

Material updates for this quarter are outlined in section 11.

10. Health and Safety Update

169 - 176

This report details the progress made on the delivery of the Health and Safety governance arrangements for BCP Council and highlights:

- The implementation of the Governance Framework continues to be embedded and is working effectively.
- The framework includes the Health and Safety and Fire Safety Board and other meetings at the agreed frequency with generally good attendance.

11. Emergency planning and business continuity annual report

177 - 192

Emergency planning and business continuity are statutory duties for BCP Council. This annual monitoring report gives an overview of key activity in relation to these duties over the period concerned and provides assurance to Audit and Governance Committee with regard to these statutory duties.

12. Internal Audit – Quarterly Audit Plan Update

193 - 218

This report details progress made on delivery of the 2025/26 Audit Plan for the 2nd quarter (July to September 2025 inclusive). The report highlights that:

- 18 audit assignments have been finalised, including 16 'Reasonable' and two 'Partial' audit opinions;
- 25 audit assignments are in progress, including 3 at draft report stage;
- Progress against the audit plan is on track and will be materially delivered to support the Chief Internal Auditor's annual audit opinion;
- 10 'High' priority audit recommendations have not been fully implemented by the original target date and 3 'Medium' priority recommendations have (or will) not be implemented within 18 months of the original target date. Explanations from respective services have been provided and revised target dates have been agreed.

The Revenues Compliance Team continue to identify and recover Single Person Discount errors and have so far achieved an additional council tax yield of £306,425 since December 2024 (both 2023/24 and 2024/25 NFI matches).

13. Annual Report of Internal Audit Counter Fraud Work and Whistleblowing Referrals 2024/25

219 - 272

This report details counter fraud work carried out by Internal Audit during 2024/25 to provide assurance on the Council's response to combating fraud

and corruption.

Internal Audit have investigated all allegations of suspected fraud or financial irregularity in a proportionate manner.

Two formal whistleblowing referrals were received and investigated during 2024/25.

The BCP Anti-Fraud & Corruption Policy has been revised to incorporate the new corporate offence introduced by the Economic Crime & Corporate Transparency Act 2023. Under this legislation, organisations may face prosecution if a fraud is committed by an employee, agent, or subsidiary with the intent to benefit the organisation, and the organisation has failed to implement reasonable fraud prevention.

NOTE: In relation to this item of business, the Committee is asked to consider the following resolution in relation to any discussion on the exempt appendix A to the report:

“That under Section 100(A)(4) of the Local Government Act 1972, the public be excluded from the meeting for the following item of business on the grounds that it involves the likely disclosure of exempt information as defined in Paragraphs 1, 2 and 7 in Part I of Schedule 12A of the Act and that the public interest in withholding the information outweighs such interest in disclosing the information.”

14. Forward Plan (refresh)

273 - 276

This report sets out the refreshed list of reports to be considered by the Audit & Governance Committee for the 2025/26 municipal year in order to enable it to fulfil its terms of reference.

No other items of business can be considered unless the Chair decides the matter is urgent for reasons that must be specified and recorded in the Minutes.