

BIRMINGHAM CITY COUNCIL

AUDIT COMMITTEE

WEDNESDAY, 28 JUNE 2023 AT 14:00 HOURS
IN COMMITTEE ROOM 6, COUNCIL HOUSE, VICTORIA SQUARE,
BIRMINGHAM, B1 1BB

A G E N D A

1 NOTICE OF RECORDING/WEBCAST

The Chair to advise/meeting to note that this meeting will be webcast for live or subsequent broadcast via the Council's Public-I microsite ([please click this link](#)) and that members of the press/public may record and take photographs except where there are confidential or exempt items.

2 APPOINTMENT OF THE AUDIT COMMITTEE, MEMBERS, CHAIR AND DEPUTY CHAIR

(i) To note that the Council at its meeting on 23 May 2023 appointed the Audit Committee, Chair and Members to serve on the Committee for the period ending with the Annual Meeting of the City Council in 2024.

Labour Group (5):-

Councillors Fred Grindrod (Chair), Shabrana Hussain, Kirsten Kurt-Elli, Miranda Perks and Shafique Shah.

Conservative Group (2):-

Councillors Meirion Jenkins and Bruce Lines.

Liberal Democrat Group (1):-

Councillor Paul Tilsley.

(ii) To elect a Deputy Chair, for the purpose of substitution for the Chair if absent, for the period ending with the Annual Meeting of the City Council in 2024.

3 **DECLARATIONS OF INTERESTS**

Members are reminded they must declare all relevant pecuniary and other registerable interests arising from any business to be discussed at this meeting.

If a disclosable pecuniary interest is declared a Member must not participate in any discussion or vote on the matter and must not remain in the room unless they have been granted a dispensation.

If other registerable interests are declared a Member may speak on the matter only if members of the public are allowed to speak at the meeting but otherwise must not take part in any discussion or vote on the matter and must not remain in the room unless they have been granted a dispensation.

If it is a 'sensitive interest', Members do not have to disclose the nature of the interest, just that they have an interest.

Information on the Local Government Association's Model Councillor Code of Conduct is set out via <http://bit.ly/3WtGQnN>. This includes, at Appendix 1, an interests flowchart which provides a simple guide to declaring interests at meetings.

4 **APOLOGIES**

To receive any apologies.

5 **EXEMPT INFORMATION – POSSIBLE EXCLUSION OF THE PRESS AND PUBLIC**

a) To consider whether any matter on the agenda contains exempt information within the meaning of Section 100I of the Local Government Act 1972, and where it is considered that the public interest in maintaining the exemption outweighs the public interest in disclosing the information, for the reasons outlined in the report.

Item 10 - Private Discussion - Update on Oracle since the last meeting on 16th May 2023 : Schedule 12A s3 Local Government Act 1972

b) If so, to formally pass the following resolution:-

RESOLVED – That, in accordance with Schedule 12A of the Local Government Act 1972 as amended by the Local Government (Access to information) (Variation order) 2006, the public be excluded from the meeting during consideration of those parts of the agenda designated as exempt on the grounds that it is likely, in view of the nature of the business to be transacted or the nature of the proceedings, that if members of the press and public were present there would be disclosure to them of exempt information.

<u>5 - 32</u>	6	<u>MINUTES – AUDIT COMMITTEE 14 FEBRUARY, 28 MARCH & 16 MAY 2023</u>												
		To confirm and sign the minutes of the last meetings of the Committee held 14 February, 28 March and 16 May 2023.												
		16 May 2023 - Minutes to follow												
<u>33 - 42</u>	7	<u>IMPROVING THE EFFECTIVENESS OF AUDIT COMMITTEE – INITIAL ACTIONS</u>												
		Report of the Interim Director of Finance (s151 Officer)												
<u>43 - 46</u>	8	<u>TERMS OF REFERENCE FOR AUDIT COMMITTEE</u>												
		The terms of reference to be noted.												
<u>47 - 106</u>	9	<u>INTERNAL AUDIT ANNUAL REPORT (INCLUDING QUARTERLY UPDATE 2023-24 PLAN)</u>												
		Report of the Assistant Director, Audit and Risk Management												
<u>107 - 110</u>	10	<u>UPDATE REPORT ON ORACLE SINCE THE LAST MEETING ON 16TH MAY</u>												
		Report of the Director of Transformation and the Interim Director of Finance & s151 Officer.												
<u>111 - 116</u>	11	<u>UPDATE FROM EXTERNAL AUDIT</u>												
		Report of the External Auditors												
<u>117 - 120</u>	12	<u>SCHEDULE OF OUTSTANDING MINUTES</u>												
		Information for noting.												
	13	<u>DATES OF MEETINGS FOR 2023-2024</u>												
		To approve the schedule of dates for the Committee's meetings during 2023/24 at 1400 hours.												
		<table><tr><td>2023</td><td>2024</td></tr><tr><td>Wednesday 28 June</td><td>Wednesday 31 January</td></tr><tr><td>Wednesday 19 July</td><td>Wednesday 21 February</td></tr><tr><td>Wednesday 27 September</td><td>Wednesday 20 March</td></tr><tr><td>Wednesday 18 October</td><td>Wednesday 24 April</td></tr><tr><td>Wednesday 29 November</td><td></td></tr></table>	2023	2024	Wednesday 28 June	Wednesday 31 January	Wednesday 19 July	Wednesday 21 February	Wednesday 27 September	Wednesday 20 March	Wednesday 18 October	Wednesday 24 April	Wednesday 29 November	
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14 **OTHER URGENT BUSINESS**

To consider any items of business by reason of special circumstances (to be specified) that in the opinion of the Chair are matters of urgency.

15 **AUTHORITY TO CHAIR AND OFFICERS**

Chair to move:-

'In an urgent situation between meetings, the Chair jointly with the relevant Chief Officer has authority to act on behalf of the Committee'.