



**TO COUNCILLOR:**

Miss P V Joshi  
J Kaufman

K J Loydall (Chair)  
D W Loydall

Mrs S B Morris  
Dr I K Ridley

Dear Sir or Madam

I hereby **SUMMON** you to attend a meeting of the **AUDIT COMMITTEE** to be held at the **COUNCIL OFFICES, STATION ROAD, WIGSTON** on **WEDNESDAY, 15 DECEMBER 2021** at **4.00 PM** for the transaction of the business set out in the Agenda below.

Yours faithfully

Council Offices  
Wigston  
**07 December 2021**

**Mrs Anne E Court**  
Chief Executive



**IMPORTANT COVID-19 NOTICE**

In-person Council and Committee meetings which are open to the press and public to observe have resumed from 7 May 2021 following the expiry of the Regulations that allowed local authorities to hold remote meetings.

Whilst most of these meetings will take place in the Council Chamber at the Council Offices in Wigston, it may be necessary to host a meeting at an alternative venue and/or at short notice. This will allow all attendees to maintain social distancing and follow the latest COVID-secure guidelines.

If attending an in-person meeting, all attendees must wear a face covering (unless exempt or when seated) and must sanitise their hands on entry and exit to/from the meeting venue. Meeting venue capacity will be severely restricted due to COVID-19 regulations, however there will still be opportunities for public participation in accordance with the Council's Constitution.

Where the necessary technology is available and working, the press and public may still be able to watch the live streams of meetings without having to attend in-person. Instructions on how to access live streams can be found below where applicable. At a minimum, audio recordings of meetings will be made available on the Council's website shortly after any given meeting.

**ITEM NO.**

**AGENDA**

**PAGE NO'S**

**Live Stream of Meeting | Instructions**

**This meeting will be live streamed.**

**Press & Public Access:**

**YouTube Live Stream**

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A direct link to the live stream of the meeting's proceedings on the Council's YouTube Channel is below.

<https://youtu.be/rxI-1nwpTto>

**1. Apologies for Absence**

To receive apologies for absence from Members to determine the quorum of the meeting in accordance with Rule 7 of Part 4 of the Constitution.

**2. Appointment of Substitutes**

To appoint substitute Members in accordance with Rule 26 of Part 4 of the Constitution and the Substitution Procedure Rules.

**3. Declarations of Interest**

Members are reminded that any declaration of interest should be made having regard to the Members' Code of Conduct. In particular, Members must make clear the nature of the interest and whether it is 'pecuniary' or 'non-pecuniary'.

**4. Minutes of the Previous Meeting**

**4 - 5**

To read, confirm and sign the minutes of the previous meeting in accordance with Rule 19 of Part 4 of the Constitution.

**5. Action List Arising from the Previous Meeting**

To read, confirm and note the Action List arising from the previous meeting.

**6. Petitions and Deputations**

To receive any Petitions and, or, Deputations in accordance with Rule(s) 11 and 12 of Part 4 of the Constitution and the Petitions Procedure Rules respectively.

**7. External Audit Progress Report (Q2 2021/22)**

**6 - 55**

Report of the Interim Head of Finance / Section 151 Officer.

**8. Risk Management Report 2021/22**

**56 - 70**

Report of the Interim Head of Finance / Section 151 Officer.

**For more information, please contact:**

**Democratic Services**

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Station Road, Wigston  
Leicestershire  
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**You can access all available public meeting documents**

**Audit Committee**

Wednesday, 15 December 2021

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Our **YouTube** Channel **ow.ly/FYQW50zDNkc** or smart device with the **'YouTube'** app (facilitated by **'Zoom'**)



Our audio platform **soundcloud.com/oadbywigstonbc** or smart device with the **'SoundCloud'** app