

**Meeting:** Audit Committee  
**Date:** 10 January 2024  
**Classification:** Part 1  
**Key Decision:** No  
**Title of Report:** **Internal Audit report on the Appointments & Disciplinary Committee**

**Executive Director:** Joe Chesterton: Executive Director (Finance & Resources)  
**Report Author:** Andrew Barnes: Head of Internal Audit and Counter Fraud  
**Executive Councillor:** Cllr Moyies: Cabinet Member for Public Health, Adult Social Care & Constitutional Affairs

## **1. Executive Summary**

1.1 The purpose of this item is to report jointly to the Audit Committee and the Appointments and Disciplinary Committee the findings of the audit review requested by the Appointments and Disciplinary Committee at its meeting on 27 July 2023.

## **2. Recommendations**

2.1 **That the Audit Committee and Appointments and Disciplinary Committee notes the findings of the audit review requested by the Appointments and Disciplinary Committee at its meeting on 27 July 2023, and endorses the recommendations made in the internal audit report.**

## **3. Background**

3.1 At the meeting of the Appointments and Disciplinary Committee on 27 July the Committee requested that an audit review be conducted to determine if governance of the process leading to the recommendation in the report it had received on 27 July was robust, and whether sufficient information was presented to the committee on Wednesday 21st June 2023 to enable it to reach a proper decision.

3.2 Internal Audit have undertaken that review, and the findings, conclusions and recommendations are included in the report at **Appendix 1**.

**4. Reason for decision**

4.1 **Internal audit is an assurance function providing assurance to assist the Audit Committee to effectively discharge its responsibilities as per its Terms of Reference. Internal audit have undertaken the review requested of it by the Appointments and Disciplinary Committee and is reporting the results of that work.**

**5. Other options**

5.1 None.

**6. Financial implications**

6.1 None arising from this piece of internal audit work.

**7. Legal implications**

7.1 None arising from this piece of internal audit work.

**8. Policy context**

8.1 None.

**9. Carbon impact**

9.1 None.

**10. Equalities**

10.1 None.

**11. Consultation**

11.1 No external consultation required.

**12. Contribution to the Council's aims and objectives**

12.1 Audit work provides assurance and identifies opportunities for improvement that contribute to the delivery of all Corporate Plan objectives.

**13. Risk assessment**

13.1 No additional risks arising from this piece of internal audit work.

**14. Value for money**

14.1 No value for money opportunities arising from this piece of internal audit work.

**15. Report Authorisation**

This report has been approved for publication by:		
	Name:	Date:
S151 Officer	Joe Chesterton	5/1/2024
Monitoring Officer	Kim Sawyer	4/1/2024
Executive Director	Joe Chesterton	5/1/2024
Relevant Cabinet Member	Cllr James Moyies	5/1/2024

**16. Appendices**

- 16.1 **Appendix 1:** Internal Audit report on the Appointments and Disciplinary Committee