



Democratic Services
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20 March 2024

Dear Councillor

NOTICE IS HEREBY GIVEN THAT a meeting of the **GOVERNANCE COMMITTEE** will be held in the Council Chamber at these Offices on Thursday 28 March 2024 at 6.00 pm when the following business will be transacted.

Members of the public who require further information are asked to contact Democratic Services on (01304) 872305 or by e-mail at democraticservices@dover.gov.uk.

Yours sincerely

Chief Executive

Governance Committee Membership:

H M Williams (Chairman)
S H Beer (Vice-Chairman)
M Bates
R M Knight
J P Loffman
S C Manion
L M Wright

AGENDA

1 **APOLOGIES**

To receive any apologies for absence.

2 **APPOINTMENT OF SUBSTITUTE MEMBERS**

To note appointments of Substitute Members.

3 **DECLARATIONS OF INTEREST** (Page 4)

To receive any declarations of interest from Members in respect of business to be transacted on the agenda.

4 **MINUTES** (Pages 5 - 12)

To confirm the attached Minutes of the meetings of the Committee held on 7 December 2023, 31 January 2024 and 5 March 2024.

5 **QUARTERLY INTERNAL AUDIT UPDATE REPORT** (Pages 13 - 31)

To consider the attached report of the Head of Audit Partnership (East Kent Audit Partnership).

6 **DRAFT INTERNAL AUDIT PLAN 2024-25** (Pages 32 - 39)

To consider the attached report of the Head of Audit Partnership (East Kent Audit Partnership).

7 **GRANT THORNTON PROGRESS REPORT**

To consider the report of the external auditors, Grant Thornton (to follow).

8 **AUDITOR'S ANNUAL REPORT 2021-22 AND 2022-23**

To consider the report of the external auditors, Grant Thornton (to follow).

9 **S151 OFFICER RESPONSE TO AUDITOR'S ANNUAL REPORT**

To consider the report of the S151 Officer (to follow).

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