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18 September 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 26 September 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](mailto:democraticservices@dover.gov.uk).

Yours sincerely

A handwritten signature in black ink, appearing to read "N. Smith", written over a white background.

Chief Executive

Governance Committee Membership:

S H Beer (Chairman)  
H M Williams (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 - 14)

To confirm the attached Minutes of the meeting of the Committee held on 27 June 2024.

5 **QUARTERLY INTERNAL AUDIT UPDATE REPORT** (Pages 15 - 35)

To consider the attached report of the Head of Audit Partnership.

6 **2023/24 ANNUAL GOVERNANCE ASSURANCE STATEMENT** (Pages 36 - 54)

To consider the attached report of the Strategic Director (Corporate and Regulatory).

7 **DOVER DISTRICT COUNCIL INDICATIVE AUDIT PLAN** (Pages 55 - 73)

To consider the attached report of the external auditors, Grant Thornton.

8 **AUDIT PROGRESS REPORT AND SECTOR UPDATES** (Pages 74 - 92)

To consider the attached report of the external auditors, Grant Thornton.

9 **TREASURY MANAGEMENT YEAR END REPORT 2023/24** (Pages 93 - 115)

To consider the attached report of the Head of Finance and Investment.

10 **TREASURY MANAGEMENT QUARTER ONE REPORT 2024/25**

To consider the report of the Head of Finance and Investment (to follow).

11 **FINANCIAL OUTTURN 2023/24** (Pages 116 - 127)

To consider the attached report of the Head of Finance and Investment.

12 **DRAFT STATEMENT OF ACCOUNTS 2023/24** (Pages 128 - 225)

To consider the attached report of the Strategic Director (Finance and Housing).

**Access to Meetings and Information**

- Members of the public are welcome to attend meetings of the Council, its Committees and Sub-Committees. You may remain present throughout them except during the consideration of exempt or confidential information.
- All meetings are held at the Council Offices, Whitfield unless otherwise indicated on the front page of the agenda. There is step free access via the Council Chamber entrance and an accessible toilet is available in the foyer. In addition, there is a PA system and hearing loop within the Council Chamber.
- In order to facilitate the broadcast of meetings there have been cameras set up in the

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The meetings in which these cameras will be used include meetings of: (a) Council; (b) Cabinet; (c) Dover Joint Transportation Advisory Board; (d) General Purposes Committee; (e) Electoral Matters Committee; (f) Governance Committee; (g) Planning Committee; and (h) Overview and Scrutiny Committee. Only agenda items open to the press and public to view will be broadcast.

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