



North Devon Council
Brynsworthy Environment Centre
Barnstaple
North Devon EX31 3NP

K. Miles
Chief Executive.

SPECIAL GOVERNANCE COMMITTEE

A meeting of the Special Governance Committee will be held in the Crematorium Meeting Room - North Devon Crematorium on **WEDNESDAY, 20TH OCTOBER, 2021 at 6.30 pm.**

(NOTE: From the 7 May 2021, the law requires all councils to hold formal meetings in person. The council is also ensuring that all venues used are Covid secure and that all appropriate measures are put in place. There are a limited number of spaces available for members of the public to attend. Please check the Council's website for the latest information regarding the arrangements that are in place and the requirement to book a place 2 working days prior to the meeting [Taking part in meetings \(northdevon.gov.uk\)](http://northdevon.gov.uk))

Members of the Governance Committee Councillor Roome (Chair)

Councillors Bushell, Campbell, Henderson, Luggar, Phillips, Topps, Turton and Walker

AGENDA

1. Apologies for absence
2. Items brought forward which in the opinion of the Chair should be considered by the meeting as a matter of urgency.
3. Declarations of Interests.
(Please complete the form provided at the meeting or telephone Corporate and Community Services to prepare a form for your signature before the meeting. Interests must be re-declared when the item is called, and Councillors must leave the room if necessary.)
4. To agree the agenda between Part 'A' and Part 'B' (Confidential Restricted Information).

PART A

5. **Annual Governance Statement 2020/21** (Pages 7 - 48)
Report by the Senior Solicitor and Monitoring Officer (attached).
6. **Statement of Accounts 2020/2021** (Pages 49 - 152)
Report by Director of Resources and Deputy Chief Executive (attached).

7. **External Audit - Audit Findings Report** (Pages 153 - 192)
Report by Grant Thornton (attached).
8. **Letter of Representation** (Pages 193 - 196)
Report by the Director of Resources and Deputy Chief Executive (attached).

PART B (CONFIDENTIAL RESTRICTED INFORMATION)

Nil.

**If you have any enquiries about this agenda, please contact Corporate and
Community Services, telephone 01271 388253**

12.10.21



North Devon Council protocol on recording/filming at Council meetings

The Council is committed to openness and transparency in its decision-making. Recording is permitted at Council meetings that are open to the public. The Council understands that some members of the public attending its meetings may not wish to be recorded. The Chairman of the meeting will make sure any request not to be recorded is respected.

The rules that the Council will apply are:

1. The recording must be overt (clearly visible to anyone at the meeting) and must not disrupt proceedings. The Council will put signs up at any meeting where we know recording is taking place.
2. The Chairman of the meeting has absolute discretion to stop or suspend recording if, in their opinion, continuing to do so would prejudice proceedings at the meeting or if the person recording is in breach of these rules.
3. We will ask for recording to stop if the meeting goes into 'part B' where the public is excluded for confidentiality reasons. In such a case, the person filming should leave the room ensuring all recording equipment is switched off.
4. Any member of the public has the right not to be recorded. We ensure that agendas for, and signage at, Council meetings make it clear that recording can take place – anyone not wishing to be recorded must advise the Chairman at the earliest opportunity.
5. The recording should not be edited in a way that could lead to misinterpretation or misrepresentation of the proceedings or in a way that ridicules or shows a lack of respect for those in the recording. The Council would expect any recording in breach of these rules to be removed from public view.

Notes for guidance:

Please contact either our Corporate and Community Services team or our Communications team in advance of the meeting you wish to record at so we can make all the necessary arrangements for you on the day.

For more information contact the Corporate and Community Services team on **01271 388253** or email **memberservices@northdevon.gov.uk** or the Communications Team on **01271 388278**, email **communications@northdevon.gov.uk**.