



MINUTES OF A MEETING OF THE AUDIT AND GOVERNANCE COMMITTEE HELD ON 25th JULY 2019

PRESENT: Councillor M Summers (Chair), Councillors J Faulkner,
M Greatorex and M Oates

Officers Anica Goodwin (Executive Director Organisation),
Stefan Garner (Executive Director Finance), Lynne
Pugh (Assistant Director Finance), Zoe Wolicki
(Assistant Director People), Joanne Sands (Assistant
Director Partnerships) and Kerry Beavis (Principal
Auditor)

Visitors Phil Jones and Laurelin Griffiths

Apologies received from: Councillor(s) M Bailey and C Cooke

15 MINUTES OF THE PREVIOUS MEETING

The minutes of the meeting held on 6th June 2019 were approved and signed as a correct record.

(Moved by Councillor M Greatorex and seconded by Councillor M Oates)

16 DECLARATIONS OF INTEREST

There were no declarations of Interest.

17 AUDIT FINDINGS REPORT - 2018-19

RESOLVED: The Audit Findings for Tamworth Borough Council were presented to the Committee by Grant Thornton and a discussion followed

(Moved by Councillor M Summers and seconded by Councillor J Faulkner)

18 MANAGEMENT REPRESENTATION LETTER 2018/19

A Management Representation Letter was submitted to the Committee by the Executive Director Finance for year ended 31st March 2019

RESOLVED: That the letter of representation was approved and agreed by Committee

(Moved by Councillor M Greatorex and seconded by Councillor J Faulkner)

19 ANNUAL STATEMENT OF ACCOUNTS & REPORT 2018/19

The Executive Director Finance presented the Statement of Accounts (the Statement) for the financial year ended 31st March 2019 following completion of the external audit

RESOLVED That Committee
Approved the Annual Statement of Accounts
2018/19

The Committee thanked the finance team.

(Moved by Councillor M Summers and seconded by Councillor M Oates)

20 RISK MANAGEMENT QUARTERLY UPDATE

The Assistant Director Finance reports on the risk management process and progress to date for the current financial year

RESOLVED That Committee
Endorsed the Corporate Risk Register

(Moved by Councillor J Faulkner and seconded by Councillor M Oates)

21 ASSISTANT DIRECTOR PEOPLE UPDATE

The Assistant Director People gave Committee a verbal update on the review of the PDR, also provided an update on the Corporate Communications Strategy

and followed on to speak about the implementation of the E Induction programme.

22 MODERN SLAVERY AND HUMAN TRAFFICKING STATEMENT 2018/19

The Assistant Director Partnerships updates Members on the Council's Modern Slavery and Human Trafficking Statement 2018/19

RESOLVED That Committee

Endorsed the Modern Slavery and Human Trafficking Statement for approval by Cabinet

(Moved by Councillor M Summers and seconded by Councillor J Faulkner)

23 REGULATION OF INVESTIGATORY POWERS ACT 2000

The Assistant Director Partnerships updates the Members on the Council's Code of Practice for carrying out surveillance under the Regulation of Investigatory Powers Act 2000.

RESOLVED That Committee

Endorsed the RIPA monitoring report for the quarter to 30th June 2019

(Moved by Councillor M Summers and seconded by Councillor M Oates)

24 COUNTER FRAUD UPDATE

The Interim Head of, Internal Audit Services provided Members with an update of Counter Fraud work completed to date during the 2019/20 financial year

RESOLVED That Committee;

Considered the report and raised no issues

Endorsed the Fraud & Corruption Risk Register Summary. (Appendix 1)

(Moved by Councillor M Oates and seconded by Councillor M Greateorex)

25 INTERNAL AUDIT QUARTERLY UPDATE

The Interim Head of Internal Audit services reported on the outcome of Internal Audit's review of the internal control, risk management and governance framework in the 1st quarter of 2019/20 to provide members with assurance of the on-going effective operation of an internal audit function and enable any particularly significant issues to be brought to the Committee's attention.

RESOLVED

That Committee

Considers the attached report and raised any issues it deemed appropriate

(Moved by Councillor M Summers and seconded by Councillor M Greatorex)

26 AUDIT AND GOVERNANCE COMMITTEE TIMETABLE

The Committee reviewed the timetable.

Chair