



MINUTES OF A MEETING OF THE AUDIT AND GOVERNANCE COMMITTEE HELD ON 31st OCTOBER 2013

PRESENT: Councillor M Gant (Chair), Councillors M Thurgood, M Couchman, K Gant and S Peale

Officers John Wheatley (Executive Director Corporate Services), Jane Hackett (Solicitor to the Council and Monitoring Officer) and Angela Struthers (Head of Internal Audit Services) and Derek Bolton (Corporate Information Security Manager)

Visitors Joan Barnett (Grant Thornton)

32 APOLOGIES FOR ABSENCE

Apologies for absence were received from Councillor P Seekings.

33 MINUTES OF THE PREVIOUS MEETING

The minutes of the meeting held on 26 September 2013 were approved and signed as a correct record.

(Moved by Councillor S Peale and seconded by Councillor M Couchman)

34 DECLARATIONS OF INTEREST

There were no declarations of Interest.

35 ANNUAL AUDIT LETTER 2012-2013

The Report of Grant Thornton (External Auditor) was considered.

RESOLVED: That the Annual Audit Letter for Tamworth Borough Council be endorsed.

(Moved by Councillor M Gant and seconded by Councillor M Couchman)

36 REVIEW OF THE COUNCIL'S ARRANGEMENTS FOR SECURING FINANCIAL RESILIENCE 2012/13 - MANAGEMENT RESPONSE & RISK ASSESSMENT

The Report of the Executive Director Corporate Services informing Members of Management's responses and timeframes to address the recommendations contained within the Review of the Council's Arrangements for Securing Financial Resilience report presented by Grant Thornton to the meeting on 26 September 2013 was considered.

RESOLVED: That the management responses and timeframes to address the recommendations contained within the Review of the Council's Arrangements for Securing Financial Resilience report be endorsed.

(Moved by Councillor S Peple and seconded by Councillor M Couchman)

37 FRAUD AND CORRUPTION UPDATE REPORT

The Report of the Head of Internal Audit Services providing Members with an update of Counter Fraud work completed to date during the financial year 2013/14 was considered.

RESOLVED: That:

- 1 The updated counter Fraud Work Plan be endorsed;
- 2 The Fraud Risk Register be endorsed;
- 3 The Counter Fraud and Corruption Policy Statement, Strategy Guidance Notes, be endorsed, and;
- 4 The Whistleblowing Policy, subject to the policy being incorporated into all contracts with external suppliers, be endorsed.

(Moved by Councillor M Gant and seconded by Councillor S Peple)

38 INTERNAL AUDIT QUARTERLY REPORT 2013/14 QUARTER 2

The Report of the Head of Internal Audit Services reporting on the outcome of Internal Audit's review of the internal control, risk management and governance framework in the 2nd quarter of 2013/14 – to provide members with assurance of the ongoing effective operation of an internal audit function and enable any particularly significant issues to be brought to the Committee's attention was considered.

RESOLVED: That the quarterly report be endorsed.

(Moved by Councillor M Couchman and seconded by Councillor S Peuple)

39 ANNUAL GOVERNANCE STATEMENT 2012/13 - UPDATE

The Report of the Head of Internal Audit Services seeking to advise the Committee of the current position regarding “significant and other governance issues” raised in the Authority’s Annual Governance Statement 2012/13 and providing an opportunity for members to raise any issues they consider appropriate was considered.

RESOLVED: That the update on the “significant and other governance issues” raised from the 2012/13 Annual Governance Statement be endorsed.

(Moved by Councillor M Thurgood and seconded by Councillor K Gant)

40 ONE STAFFORDSHIRE DATA SHARING PROTOCOL

The Report of the Director Technology and Corporate Programmes seeking to advise Audit and Governance Committee on the reasoning and benefits behind the One Staffordshire Data Sharing Protocol, with a subsequent recommendation of endorsement for Tamworth Borough Council to become a signed up party was considered.

RESOLVED: That the sign up to the One Staffordshire Data Sharing Protocol by the Council be endorsed.

(Moved by Councillor S Peuple and seconded by Councillor M Gant)

41 REVIEW OF ANTI-MONEY LAUNDERING POLICY

The Report of the Solicitor to the Council and Monitoring Officer providing the Committee with a review of the Council’s key Anti-Money Laundering Policy was considered.

RESOLVED: That the revised Anti-Money Laundering Policy be endorsed

and referred to Council for adoption in the Council's Policy Framework.

(Moved by Councillor M Thurgood and seconded by Councillor K Gant)

42 REGULATION OF INVESTIGATORY POWERS ACT 2000

The Report of the Solicitor to the Council and Monitoring Officer informing Members of the surveillance carried out under the Regulation of Investigatory Powers Act 2000 was considered.

RESOLVED: That the quarterly RIPA monitoring report be endorsed.

(Moved by Councillor S Peple and seconded by Councillor M Gant)

Chair