



## **MINUTES OF A MEETING OF THE AUDIT AND GOVERNANCE COMMITTEE HELD ON 25th SEPTEMBER 2014**

**PRESENT:** Councillor M Gant (Chair), Councillors J Chesworth,  
M Couchman, J Faulkner, R Kingstone and P Seekings

**Officers** John Wheatley (Executive Director Corporate Services),  
Jane Hackett (Solicitor to the Council and Monitoring  
Officer), Stefan Garner (Director of Finance), Angela  
Struthers (Head of Internal Audit Services) and Lynne  
Pugh (Directorate Accountant)

**Visitors** James Cook (Grant Thornton)  
Joan Barnett (Grant Thornton)

### **18 APOLOGIES FOR ABSENCE**

None

### **19 MINUTES OF THE PREVIOUS MEETING**

The minutes of the meeting held on 26 June 2014 were approved and signed as a correct record.

*(Moved by Councillor M Couchman and seconded by Councillor J Chesworth)*

### **20 DECLARATIONS OF INTEREST**

There were no declarations of Interest.

### **21 AUDIT FINDINGS REPORT 2013/14**

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

**RESOLVED:** The Annual Audit Letter for Tamworth Borough Council be endorsed.

*(Moved by Councillor M Gant and Seconded by Councillor J Chesworth)*

## **22 ANNUAL STATEMENT OF ACCOUNTS & REPORT 2013/14**

The Annual Statements of Accounts was considered

**RESOLVED:** That:

1. the Annual Statement of Accounts and Report 2013/14 be approved, and;
2. the Committee thanked the staff for all work and preparation involved in the Annual Statement of Accounts.

*(Moved by Councillor J Faulkner and seconded by Councillor M Couchman)*

## **23 REVIEW OF THE TREASURY MANAGEMENT STRATEGY STATEMENT, MINIMUM REVENUE PROVISION POLICY STATEMENT AND ANNUAL INVESTMENT STATEMENT 2014/15 AND THE ANNUAL REPORT ON THE TREASURY MANAGEMENT SERVICE AND ACTUAL PRUDENTIAL INDICATORS 2013/14**

The Report of the Executive Director Corporate Services to avail the Audit & Governance Committee the opportunity to scrutinise and review the Treasury Management Strategy Statement, Minimum Revenue Provision Statement and Annual Investment Statement 2014/15 and the Annual Report on the Treasury Management Service and Actual Prudential Indicators 2013/14 approved by Council on 25th February 2014 and 16th September 2014 respectively was considered.

**RESOLVED:** That the Committee endorsed the Treasury Management Report, as detailed within the statements and agreed that there were no changes for recommendation to Cabinet.

*(Moved by Councillor M Gant and seconded by Councillor J Faulkner)*

## **24 FRAUD & CORRUPTION UPDATE REPORT 2014/15**

The Report of the Head of Internal Audit Services to provide Members with an update of Counter Fraud work completed to date during the financial year 2014/15 was considered.

**RESOLVED:** That :

1. the updated Fighting Fraud Checklist for Governance;
2. the Counter Fraud Work Plan, and;
3. the Fraud Risk Register all be endorsed.

*(Moved by Councillor M Gant and seconded by Councillor J Chesworth)*

## **25 INTERNAL AUDIT QUARTER 1 REPORT 2014/15**

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 1st Quarter of 2014/15 and 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 J Faulkner and seconded by Councillor M Gant)*

## **26 LOCAL GOVERNMENT OMBUDSMAN - ANNUAL REVIEW AND REPORT**

The Report of the Solicitor to the Council and Monitoring Officer advising the Committee of the views of the Local Government Ombudsman in relation to complaints against the Borough Council and providing an opportunity for members of the Committee to raise any issues they consider appropriate and consider the effectiveness of investigations relating to Tamworth Borough Council was considered.

**RESOLVED:** That the Annual Review Letter be endorsed subject to recognition that the statistics include not only complaints investigated by Tamworth Borough Council but also enquiries made to the Ombudsman's Office as noted in their systems and that the Chief Executive write to the Ombudsman office to raise concerns on their reporting mechanisms.

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

## **27 REGULATION OF INVESTIGATORY POWERS ACT 2000**

The Report of the Solicitor to the Council and Monitoring Officer informing Members of The Council's Code of Practice for carrying out surveillance under the Regulation of Investigatory Powers Act 2000 (RIPA) including quarterly reports to be taken to Audit & Governance Committee to demonstrate to elected members that the Council is complying with its own Code of Practice when using RIPA was considered.

**RESOLVED:** That the Committee

1. endorsed the Quarterly RIPA monitoring report, and;

2. noted the forthcoming visit from the Officer of Surveillance Commissioner.

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

**28 REVISED ARRANGEMENTS FOR DEALING WITH COMPLAINTS IN RELATION TO MEMBERS FOR AN ALLEGED BREACH OF THE CODE OF CONDUCT**

The Report of the Solicitor to the Council and Monitoring Officer to inform members of The Localism Act 2011 and fundamental changes to the system of regulation of Standards of Conduct for Members. This report provides details of the revised arrangements for dealing with complaints in relation to Members for an alleged breach of the Code of Conduct and seeks the Committee's endorsement of the said arrangements was considered.

**RESOLVED:** That the revised arrangements for dealing with complaints in relation to Members for an alleged breach of the Code of Conduct be endorsed.

*(Moved by Councillor M Gant and seconded by Councillor J Faulkner)*

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Chair