



**MINUTES OF A MEETING OF THE  
AUDIT AND GOVERNANCE COMMITTEE  
HELD ON 24th SEPTEMBER 2015**

**PRESENT:** Councillor J Chesworth (Chair), Councillors J Oates (Vice-Chair), J Faulkner, J Goodall, S Goodall, K Norchi and T Peale

**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** John Gregory

**23 APOLOGIES FOR ABSENCE**

None

**24 MINUTES OF THE PREVIOUS MEETING**

The minutes of the meeting held on 25 June 2015 were approved and signed as a correct record.

*(Moved by Councillor J Faulkner and seconded by Councillor J Goodall)*

**25 DECLARATIONS OF INTEREST**

There were no declarations of Interest.

**26 THE AUDIT FINDINGS FOR TAMWORTH BOROUGH COUNCIL**

The Audit Findings for Tamworth Borough Council was presented to the Committee by Grant Thornton and a discussion followed. Thanks recorded to all others involved in the preparation of the Accounts

**27 MANAGEMENT REPRESENTATION LETTER**

A Management Representation Letter was presented to the Committee by John Gregory of Grant Thornton

**RESOLVED:** That the letter of representation was approved by the

Committee

*(Moved by Councillor S Goodall and seconded by  
Councillor J Chesworth)*

**28 ANNUAL STATEMENT OF ACCOUNTS & REPORT 2014/15**

The Report of the Executive Director of Corporate Services seeking the approval of the Statement of Accounts (the Statement) for the financial year ended 31<sup>st</sup> March 2015 following completion of the external audit.

**RESOLVED:** That the Committee approved the Annual Statement of Accounts 2014/15

*(Moved by Councillor T Peaple and seconded by  
Councillor J Oates)*

**29 REVIEW OF THE ANNUAL REPORT ON THE TREASURY MANAGEMENT SERVICE AND ACTUAL PRUDENTIAL INDICATORS 2014/15**

The Report of the Executive Director of Corporate Services detailing the Annual Treasury report as a requirement of the Council's reporting procedures. It covers the Treasury activity for 2014/15, and the actual Prudential Indicators for 2014/15. The report meets the requirements of both the CIPFA Code of Practice on Treasury Management and the CIPFA Prudential Code for Capital Finance in Local Authorities. The Council is required to comply with both Codes in accordance with Regulations issued under the Local Government Act 2003. It also provides an opportunity to review the approved Treasury Management Strategy for the current year and enables Members to consider and approve any issues identified, that require amendment.

**RESOLVED:** That the Committee considered the Annual Report on the Treasury Management Service and Actual Prudential Indicators 2014/15 as detailed in Annexe 1 of the report and had no changes of the report to recommend to Cabinet

*(Moved by Councillor J Faulkner and seconded by  
Councillor J Chesworth)*

**30 REGULATION OF INVESTIGATORY POWERS ACT 2000**

The Report of the Solicitor of the Council and Monitoring Officer detailing the Council's Code of Practice for carrying out surveillance under the Regulation of

Investigatory Powers Act 2000 (RIPA) specifying that quarterly reports will be taken to Audit and Governance Committee to demonstrate to elected members that the Council is complying with its own Code of Practice when using RIPA. On 13 December 2012, the Council re-adopted the RIPA policy and agreed that quarterly reports on the use of RIPA powers be submitted to Audit and Governance Committee.

**RESOLVED:** That Audit and Governance Committee endorsed the quarterly RIPA monitoring report.

*(Moved by Councillor S Goodall and seconded by Councillor J Faulkner)*

**31 LOCAL GOVERNMENT OMBUDSMAN ANNUAL REVIEW LETTER 2014-15**

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

**RESOLVED:** That the Committee endorsed the Annual Review Letter as attached at Appendix 1.

*(Moved by Councillor J Oates and seconded by Councillor J Goodall)*

**32 INTERNAL AUDIT ANNUAL REPORT/QUARTERLY REPORT 2015/16 QUARTER 1**

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 2015/16 – and providing 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

**RESOLVED:** That the Committee considered the quarterly report and had no issues to raise

**33 INTERNAL AUDIT CUSTOMER SATISFACTION SURVEY 2015**

The Report of the Head of Internal Audit Services reported on the outcome of Internal Audit's customer satisfaction survey.

**RESOLVED:** That the Committee considered this report and raised any issue it deems appropriate.

**34 AUDIT AND GOVERNANCE COMMITTEE TIMETABLE**

The Committee reviewed and agreed the timetable.

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Chair

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