



**MINUTES OF A MEETING OF THE
AUDIT AND GOVERNANCE COMMITTEE
HELD ON 28th JANUARY 2016**

PRESENT: Councillors J Chesworth (Chair), 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) and Angela Struthers (Head of Internal Audit Services)

Visitors Joan Barnett of Grant Thornton

42 APOLOGIES FOR ABSENCE

There were no apologies

43 MINUTES OF THE PREVIOUS MEETING

The minutes of the meeting held on 29 October 2015 were approved and signed as a correct record.

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

44 DECLARATIONS OF INTEREST

There were no declarations of Interest.

45 ANNUAL AUDIT LETTER 2014/15

The Annual Audit Letter 2014/15 of Grant Thornton (External Auditor) was considered

RESOLVED: That Members of the Committee endorsed the Annual Audit Letter for Tamworth Borough Council and thanks were given to the officers for their work involved.

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

46 TAMWORTH BC AUDIT AND GOVERNANCE COMMITTEE UPDATE PAPER

The Report of Grant Thornton (External Auditor) was considered

RESOLVED: That Members of the Committee endorsed the Audit and Governance Committee update for Tamworth Borough Council for year ended 31 March 2016 and thanks were given to the officers for their work involved.

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

**47 INTERNAL AUDIT ANNUAL REPORT/QUARTERLY REPORT 2015/16
QUARTER 3**

The 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 3rd quarter of 2015/16 – and provided 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 Members of the Committee endorsed the Internal Audit Annual Report/quarterly report 2015/16.

(Moved by Councillor T Peaple and seconded by Councillor J Goodall)

48 RISK MANAGEMENT UPDATE REPORT

The Head of Internal Audit Services reported on the Risk Management process and progress to date for the current financial year.

RESOLVED: That Members of the Committee endorsed the Corporate Risk Register 2015/16 and the Risk Management Action Plan 2015/16.

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

49 FRAUD AND CORRUPTION UPDATE REPORT

The Head of Internal Audit Services provided Members with an update of Counter Fraud work completed to date during the financial year 2015/16.

RESOLVED: That Members of the Committee endorsed the Fraud

Risk Register Summary and the assessment against the Code of Practice on Managing the Risk of Fraud and Corruption.

(Moved by Councillor J Faulkner and seconded by Councillor T Peale)

50 REGULATIONS OF INVESTIGATORY POWERS ACT 2000

The Solicitor to the Council and Monitoring Officer's report detailing the Council's Code of Practice for carrying out surveillance under the Regulation of Investigatory Powers Act 2000 (RIPA) specifies that quarterly reports will 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.

RESOLVED: That Members of the Committee endorsed the quarterly RIPA monitoring report.

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

51 REGULATION OF INVESTIGATORY POWERS ACT 2000 - ADOPTION OF POLICY AND PROCEDURE

The Solicitor to the Council and Monitoring Officer advised Members of the proposed amendments to the Corporate Policy governing the Regulation of Investigatory Powers Act 2000 in light of the new requirements introduced by recent legislative change and Home Office Guidance and seeking their consideration and recommendations in relation thereto.

RESOLVED: That Members of the Committee

- 1 considered the changes to the RIPA policy on Directed Surveillance, Covert Human Intelligence Sources (CHIS) and Acquisition of Communications Data,
- 2 satisfied itself that the changes meet the requirements imposed on the Council in terms of the legislation and Codes of Practice, and
- 3 recommended approval to Cabinet and Council

(Moved by Councillor T Peale and seconded by Councillor Faulkner)

52 STANDARDS ALLEGATION COMPLAINTS

The Solicitor to the Council and Monitoring Officer advised Members in relation to recent complaints received which alleged that a breach of the Code of Conduct occurred under the local arrangements that were put in place to deal with Standards allegations, in terms of the Localism Act 2011, by Council on 19 June 2012

A motion was moved to defer consideration of the report until the next meeting of Audit and Governance Committee on 31 March 2016. On a vote being taken 3 members voted for the motion and 4 voted against the motion. The motion was not carried. Councillors J Faulkner and T Peale dissented.

RESOLVED: Members of the Committee endorsed the findings of the content of the report.

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

53 AUDIT AND GOVERNANCE COMMITTEE TIMETABLE

The Committee reviewed and agreed the timetable

Chair