



## **MINUTES OF A MEETING OF THE AUDIT AND GOVERNANCE COMMITTEE HELD ON 25th OCTOBER 2018**

**PRESENT:** Councillor M Summers (Chair), Councillors R Claymore, C Cooke, J Faulkner, M Gant and M Greatorex

**Officers** Angela Struthers (Head of Audit & Governance), Stefan Garner (Executive Director Finance), Joanne Sands (Assistant Director Partnerships) and Lynne Pugh (Assistant Director Finance)

**Visitors** John Gregory

### **32 MINUTES OF THE PREVIOUS MEETING**

The minutes of the meeting held on 26<sup>th</sup> July 2018 were approved and signed as a correct record.

*(Moved by Councillor C Cooke and seconded by Councillor M Summers)*

### **33 APOLOGIES FOR ABSENCE**

Apologies for absence were received from Councillor R Kingstone

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

The Chair changed the order of business in the agenda, Moving item 9 up.

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 Audit and Governance Committee:

Endorsed the RIPA monitoring report for the quarter to 30 September 2018.

Agreed move to information only if nil report

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

**35 DECLARATIONS OF INTEREST**

There were no declarations of Interest.

**36 MEMBER TRAINING - ROLE OF THE AUDIT AND GOVERNANCE  
COMMITTEE**

The role of the Audit and Governance Committee was presented to the Committee by Mr J Gregory on Behalf of Grant Thornton (External Auditor) It was also mentioned that this would be the last meeting he would be attending and will be replaced by Mr P Jones.

The Audit and Governance Committee Thanked Mr Gregory for his work.

**37 ANNUAL AUDIT LETTER 2017-2018**

The Annual Audit Letter 2017/18 of Grant Thornton (External Auditor) was considered.

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

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

**38 AUDIT PROGRESS REPORT**

**RESOLVED:** The progress report was presented to members by Grant Thornton and discussion followed.

*(Moved by Councillor J Faulkner and seconded by Councillor C Cooke)*

**39 ANNUAL REPORT ON THE TREASURY MANAGEMENT SERVICE AND  
ACTUAL PRUDENTIAL INDICATORS 2017/18**

The Executive Director Finance Presented the Annual Report on the Treasury Management Service and Actual Prudential Indicators 2017/18 approved by Council on 11<sup>th</sup> September 2018

**RESOLVED** That Members:

Considered the Annual Report on the Treasury

Management Service and Actual Prudential Indicators 2017/18, as detailed at Annex 1, and highlighted any proposed changes for recommendation to Cabinet

*(Moved by Councillor M Gant and seconded by Councillor R Claymore)*

#### **40 RISK MANAGEMENT QUARTERLY UPDATE**

The Assistant Director Finance reported on the Risk Management process and progress to date for the current financial year.

**RESOLVED** That the Committee:

Endorsed the Corporate Risk Register

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

#### **41 LOCAL GOVERNMENT AND SOCIAL CARE OMBUDSMAN ANNUAL REVIEW**

The Executive Director People advised the committee of the contents of the Local Government and Social Care Ombudsman's Annual Report Letter for the year ended 31<sup>st</sup> March 2018 in relation to complaints against the Council

**RESOLVED** That the Committee:

endorsed the Annual Review Letter and summary of complaints, enquiries and decisions made

*(Moved by Councillor C Cooke and seconded by Councillor M Greatorex)*

#### **42 INTERNAL AUDIT UPDATE REPORT 2018/19 QUARTER 2**

The Head of Audit and Governance reported on the outcome of Internal Audit's review of the Internal Control, Risk Management and Governance framework in the 2nd quarter of 2018/19 – 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.

**RESOLVED:** That the Members considered the report and requested

that an update was provided on the reported implementation reviews to the next meeting.

*(Moved by Councillor C Cooke and seconded by Councillor J Faulkner)*

#### **43 COUNTER FRAUD UPDATE**

The Head of Audit and Governance provided members with an update on the Counter Fraud work completed to date during the 2018/19 financial year.

##### **RESOLVED**

That the Committee:

Considered this report and had no issues to raise

Endorsed the Counter Fraud & Corruption Policy Statement, Strategy & Guidance Notes (Appendix 1).

Endorsed the Whistleblowing Policy (Appendix 2)

Endorsed the Fraud Risk Register summary (Appendix 3)

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

#### **44 AUDIT AND GOVERNANCE COMMITTEE TIMETABLE**

The Committee reviewed and agreed the timetable.

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Chair