



**MINUTES OF A MEETING OF THE
AUDIT AND GOVERNANCE COMMITTEE
HELD ON 24th OCTOBER 2019**

PRESENT: Councillor M Summers (Chair), Councillors M Bailey (Vice-Chair),
C Cooke, J Faulkner, M Oates and P Thurgood

Officers Stefan Garner (Executive Director Finance), Lynne
Pugh (Assistant Director Finance), Zoe Wolicki
(Assistant Director People) and Rebecca Neill (Head of
Audit & Governance and Monitoring Officer)

Visitors Laurelin Griffiths

27 MINUTES OF THE PREVIOUS MEETING

The minutes of the meeting held on 25th July 2019 were approved and signed as
a correct record.

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

28 APOLOGIES FOR ABSENCE

Apologies for absence were received from Councillor M Greatorex

29 DECLARATIONS OF INTEREST

There were no declarations of Interest.

30 ANNUAL AUDIT LETTER 2018/19

The Annual Audit Letter 2018/19 of Grant Thornton (External Auditor) was
considered.

RESOLVED: That Members;

Endorsed the Annual Audit Letter for Tamworth
Borough Council.

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

31 REVIEW OF THE ANNUAL REPORT ON THE TREASURY MANAGEMENT SERVICE AND ACTUAL PRUDENTIAL INDICATORS 2018/19

The Executive Director Finance provided an overview of the Annual Report on the Treasury Management Service and Actual Prudential Indicators 2018/19 approved by Council on 10th September 2019.

RESOLVED That Members

Considered the Annual Report on the Treasury Management Service and Actual Prudential Indicators 2018/19, as detailed at Annex 1 and proposed minor amendments to be included in future reports

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

32 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 Members,

Endorsed the Corporate Risk Register

(Moved by Councillor P Thurgood and seconded by Councillor M Bailey)

33 LOCAL GOVERNMENT AND SOCIAL CARE OMBUDSMAN ANNUAL REVIEW 2018/19

The Assistant Director People advised the Committee of the contents of the Local Government and Social Care Ombudsman's (LGSCO) Annual Report Letter for the year ended 31st March 2019 in relation to complaints against the Council.

RESOLVED That Members;

Endorsed the Annual Review Letter and summary of complaints, enquiries and decisions made as attached at Appendix 1 and wished to place on record their thanks to all of the staff at Tamworth Borough Council.

(Moved by Councillor M Summers and seconded by Councillor M Oates)

34 REGULATION OF INVESTIGATORY POWERS ACT 2000

The Assistant Director Partnerships updated the Committee on the Council's Code of Practice for carrying out surveillance under the Regulation of Investigatory Powers Act 2000.

RESOLVED That Members

Endorsed the RIPA monitoring report for the quarter to 30 September 2019 circulated for information.

(Moved by Councillor M Summers and seconded by Councillor M Bailey)

35 INTERNAL AUDIT UPDATE REPORT - QUARTER 2

The Head of Audit and Governance & Monitoring Officer reported on the outcome of Internal Audit's review of the internal control, risk management and governance framework in the second quarter of 2019/20, which provided Members with assurance of the operation of the Internal Audit function and enabled any particularly significant issues to be brought to the Committee's attention.

RESOLVED That Members;

Considered the attached report and endorsed the proposed revised system for 'follow up' of audit recommendations

(Moved by Councillor M Summers and seconded by Councillor P Thurgood)

36 COUNTER FRAUD UPDATE

The Head of Audit and Governance & Monitoring Officer provided Members with an update of counter fraud work completed to Quarter 2 of the 2019/20 financial year.

RESOLVED That Members;

Noted this report and endorsed the latest fraud action plan at **Appendix 1** and fraud risk register at **Appendix 2**.

(Moved by Councillor M Bailey and seconded by Councillor C Cooke)

37 REVIEW OF THE COUNTER FRAUD AND CORRUPTION POLICY STATEMENT, STRATEGY AND GUIDANCE NOTES AND WHISTLEBLOWING POLICY

The Head of Audit and Governance & Monitoring Officer sought members' approval to the refreshed counter fraud and corruption policy statement, strategy and guidance notes and whistleblowing policy.

RESOLVED That Members

Approved the refreshed counter fraud and corruption policy statement, strategy and guidance notes and whistleblowing policy and delegated authority to the Head of Audit & Governance to make minor amendments to these policies should they arise

(Moved by Councillor J Faulkner and seconded by Councillor M Bailey)

38 REVIEW OF ANTI MONEY LAUNDERING POLICY

The Head of Audit and Governance & Monitoring Officer sought Members approval to the refreshed anti-money laundering policy.

RESOLVED That Members,

Approved the refreshed anti-money laundering policy and delegated authority to the Head of Audit & Governance to make minor amendments to this policy should the need arise

(Moved by Councillor J Faulkner and seconded by Councillor M Bailey)

39 AUDIT AND GOVERNANCE COMMITTEE TIMETABLE

The Committee reviewed the timetable.

Chair