

# Audit and Governance Committee

2 July 2019

Is the final decision on the recommendations in this report to be made at this meeting?

No

## Audit and Governance Committee Annual Report 2018/19 \*

<b>Final Decision-Maker</b>	Audit and Governance Committee and Full Council
<b>Portfolio Holder(s)</b>	Councillor Tom Dawlings – Portfolio Holder for Finance and Governance
<b>Lead Director</b>	Lee Colyer – Director of Finance, Policy & Development (Section 151 Officer)
<b>Head of Service</b>	Rich Clarke – Head of Audit Partnership
<b>Lead Officer/Author</b>	Frankie Smith – Audit Manager
<b>Classification</b>	Non-exempt
<b>Wards affected</b>	All

### **This report makes the following recommendations to the final decision-maker:**

1. To consider the Audit and Governance Committee 2019/20 Member Development Programme
2. That the Audit and Governance Committee **agree** the Audit and Governance Committee Annual Report for 2018/19; and
3. That the Chairman of the Audit and Governance Committee presents the report to a meeting of the Full Council to demonstrate how the Committee has discharged its duties

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**Explain how this report relates to the Corporate Priorities in the Five Year Plan:**

This report relates to the following Five Year Plan Key Objectives:

<p><b>Our Borough</b></p> <ul style="list-style-type: none"><li>• To support a <b>prosperous</b> borough</li><li>• To support a <b>well</b> borough</li><li>• To support an <b>inclusive</b> borough</li></ul>	<p><b>Our Services</b></p> <ul style="list-style-type: none"><li>• To provide <b>digital</b> choice</li><li>• To provide <b>quality</b> services</li><li>• To provide <b>responsive</b> services</li></ul>
<p><b>Our People</b></p> <ul style="list-style-type: none"><li>• To have effective <b>leadership</b></li><li>• To have relevant <b>skills</b></li><li>• To have high levels of <b>wellbeing</b></li></ul>	<p><b>Providing Value</b></p> <ul style="list-style-type: none"><li>• To ensure <b>innovation</b> in our services</li><li>• To ensure effective <b>partnership</b> working</li><li>• To ensure we operate in a <b>business-like</b> way</li></ul>

This report is concerned with the internal control and governance of the Council. Successful controls and effective governance are a crucial underpinning for all corporate priorities.

<b>Timetable</b>	
<b>Meeting</b>	<b>Date</b>
Audit & Governance Committee	2 July 2019
Full Council	17 July 2019

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# **Audit & Governance Committee Annual Report 2018/19**

## **1. PURPOSE OF REPORT AND EXECUTIVE SUMMARY**

- 1.1 The report outlines how the Audit and Governance Committee has effectively discharged its duties during 2018/19. The report provides assurance to the Council that important internal control, governance and risk management issues are being monitored and addressed by the Committee. The report seeks to provide additional assurance to support the Annual Governance Statement.
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## **2. INTRODUCTION AND BACKGROUND**

- 2.1 The Audit and Governance Committee is required to monitor audit activity (internal and external), review and comment on the effectiveness of the Council's regulatory framework and review and approve the Council's annual statements of accounts and scrutinise associated strategy and policy. This report sets out how this has been achieved during 2018/19.
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## **3. AVAILABLE OPTIONS**

- 3.1 The production and presentation of an annual report is required by this Committee's terms of reference. No other alternative could be recommended.
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## **4. PREFERRED OPTION AND REASONS FOR RECOMMENDATIONS**

- 4.1 That the Audit and Governance Committee agree the Annual Report as attached in Appendix A, and that the Chairman of the Audit and Governance Committee presents the report to a meeting of Full Council setting out how the Committee has discharged its duties.
- 4.2 The production and presentation of an annual report is required by this Committee's terms of reference.
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## **5. CONSULTATION RESULTS AND PREVIOUS COMMITTEE FEEDBACK**

- 5.1 We discussed this report to the Chairman of the Audit and Governance Committee prior to submission for this meeting.
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## 6. NEXT STEPS: COMMUNICATION AND IMPLEMENTATION OF THE DECISION

- 6.1 The Chairman of the Audit and Governance Committee presents the report to a meeting of the Full Council to demonstrate how the Committee has discharged its duties

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## 7. CROSS-CUTTING ISSUES AND IMPLICATIONS

<b>Issue</b>	<b>Implications</b>	<b>Sign-off</b>
<b>Legal</b> including Human Rights Act	<p>There are no legal implications identified in the report. The report demonstrates that measures are in place to ensure good governance arrangements which enable the Council to meet statutory requirements.</p> <p>There are no consequences arising from the recommendation that adversely affect or interfere with individuals' rights and freedoms as set out in the Human Rights Act 1998.'</p>	<p>Keith Trowell Team Leader (Corporate Governance) and Deputy Monitoring Officer (TWBC) 19 June 2019</p>
<b>Finance</b> and other resources	The role of the Audit & Governance Committee includes the review of the financial reports for the Council, including the approval of the Annual Statement of Accounts	<p>Lee Colyer Director of Finance, Policy &amp; Development &amp; S151 Officer 14 June 2019</p>
<b>Staffing establishment</b>	No implications	<p>Frankie Smith Audit Manager 13 June 2019</p>
<b>Risk management</b>	The role of the Audit & Governance Committee requires it to consider the effectiveness of the Council's risk management arrangements	<p>Frankie Smith Audit Manager 13 June 2019</p>
<b>Data Protection</b>	No implications	<p>Frankie Smith Audit Manager 13 June 2019</p>
<b>Environment and sustainability</b>	No implications	<p>Frankie Smith Audit Manager 13 June 2019</p>
<b>Community safety</b>	No implications	<p>Frankie Smith Audit Manager 13 June 2019</p>
<b>Health and Safety</b>	No implications	<p>Frankie Smith Audit Manager 13 June 2019</p>

<b>Health and wellbeing</b>	No implications	Frankie Smith Audit Manager 13 June 2019
<b>Equalities</b>	No implications	Frankie Smith Audit Manager 13 June 2019

## **8. REPORT APPENDICES**

The following documents are to be published with and form part of the report:

- Appendix A: Audit & Governance Annual Report 2018/19
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## **9. BACKGROUND PAPERS**

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