



BROMSGROVE DISTRICT COUNCIL

MEETING OF THE CABINET

WEDNESDAY 10TH JULY 2019, AT 6.00 P.M.

PARKSIDE SUITE - PARKSIDE

SUPPLEMENTARY DOCUMENTATION

The attached papers were specified as "to follow" on the Agenda previously distributed relating to the above mentioned meeting.

11. Statement of Accounts Delegation - (Pages 1 - 6)

K. DICKS
Chief Executive

Parkside
Market Street
BROMSGROVE
Worcestershire
B61 8DA

3rd July 2019

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CABINET

10th JULY 2019

STATEMENT OF ACCOUNTS – DELEGATION TO AUDIT

Relevant Portfolio Holder	Cllr Geoff Denaro
Portfolio Holder Consulted	Yes
Relevant Head of Service	Jayne Pickering, Executive Director Finance and Resources
Ward(s) Affected	n/a
Ward Councillor(s) Consulted	n/a

1. SUMMARY OF PROPOSALS

To enable Members to consider delegation of the approval of the Statement of Accounts to the Audit, Standards and Governance Committee.

2. RECOMMENDATIONS

The Cabinet RECOMMEND to Council that;

The consideration and approval of the Council's Annual Statement of Accounts be delegated the Audit, Standards and Governance Committee.

3. KEY ISSUES

- 3.1 The Audit, Standards and Governance Committee was established to discharge the functions conferred by the Accounts and Audit Regulations 2015 in relation to the matters included at Appendix 1 and specifically to consider the Council's Financial and Governance arrangements, relating to the system of internal control and the effectiveness of internal audit, the annual governance statement; including the arrangements for the management of business risks, in compliance with Regulations 3 and 6 of the Accounts and Audit Regulations 2015 and any subsequent legislation.
- 3.2 The consideration of the Council's Statement of Accounts and Governance Assurance is currently undertaken by the Committee with the final approval of the accounts recommended to Council.
- 3.3 Officers are proposing that the approval of the Statement of Accounts is delegated from Council to the Audit, Standards and Governance Committee. It is anticipated that will enable the members of the Committee to consider all elements of the financial controls and audit recommendations through to the final approval and to give assurance on governance and satisfy the wider requirements for sound financial management and internal control.

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Financial Implications

- 3.2 No financial implications as a result of the delegation .

Legal Implications

- 3.3 The Audit, Standards and Governance Committee was established to discharge the functions conferred by the Accounts and Audit Regulations 2015 in Accounts and Audit (England) Regulations 2015. These state that a local authority is responsible “for a sound system of internal control which facilitates the effective exercise of its functions and the achievement of its aims and objectives; ensures that the financial and operational management of the authority is effective and includes effective arrangements for the management of risk”. In addition, in England, Section 151 of the Local Government Act 1972 requires every local authority to “make arrangements for the proper administration of its financial affairs”. The Statement of Accounts have to be approved by Council or its delegated Committee by 31st July every year.

Service / Operational Implications

- 3.4 There are no implications in relation to this report

Customer / Equalities and Diversity Implications

- 3.5 There are no implications in relation to this report

4. RISK MANAGEMENT

There are no implications in relation to this report

5. APPENDICES

Appendix 1 - Revised Audit, Standards and Governance Committee Terms of Reference

AUTHOR OF REPORT

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email: j.pickering@bromsgroveandredditch.gov.uk
Tel.: 01527 881202

COMMITTEE TERMS OF REFERENCE APPENDIX 1

AUDIT, STANDARDS AND GOVERNANCE COMMITTEE

Number of Members	9, none of whom may be members of the Cabinet + 2 co-opted non voting Parish Council representatives, who may not also be District Councillors, for the purpose of Standards
Attendance by other Councillors	Portfolio Holder with responsibility for finance expected to attend each meeting
Politically Balanced Y/N	Y
Quorum	5
Procedure applicable	<p>Rules</p> <p>Audit, Standards and Governance Committee Procedure Rules and Council Procedure Rules (with the exception of Council Procedure Rules 2-4, 6, 8-10, 12.2 – 12.3, 14, 17,19, 20 and 21) – if there is any conflict, Audit, Standards and Governance Committee Procedure Rules to take precedence</p>
Terms of Reference	<p><u>Stewardship and Audit</u></p> <p>To provide independent assurance to the Council in relation to:</p> <p>a. The effectiveness of the Council’s governance arrangements, risk management framework and internal control environment, including overseeing:</p> <ul style="list-style-type: none"> • Risk management strategies; • Anti-fraud arrangements; • Whistle-blowing strategies; • Internal and external audit activity • Democratic governance

COMMITTEE TERMS OF REFERENCE APPENDIX 1

b. the effectiveness of the Council's financial and non-financial performance to the extent it affects exposure to risk and poor internal control;

c. the annual governance statement.

Finance and Value for Money

d. To consider and approve the Council's Annual Statements of Accounts.

e. To confirm that the appropriate accounting policies have been followed, including the external auditor's report to those charged with governance on issues arising from the audit of the accounts.

f. To consider any report from the Internal Audit manager in pursuance of Financial Regulations.

g. To assist the Council to achieve value for money in the provision of its services.

h. To keep under review, and make recommendations on, proposed amendments to the Financial Regulations

Appointment of External Auditors

i. To arrange the recruitment and operation of the Council's Auditor Panel, in accordance with the requirements of the Audit and Accountability Act 2014.

Standards

j. Promote and maintain high standards of conduct by Councillors and any co-opted members of Council bodies.

k. Assist Councillors and co-opted members to observe the Members' Code of Conduct.

h. Advise the Council on the adoption or revision of the Members' Code of Conduct.

COMMITTEE TERMS OF REFERENCE APPENDIX 1

	<ul style="list-style-type: none"> i. Monitor the operation of the Members' Code of Conduct. j. Advise, train or arrange to train Councillors and co-opted members on matters relating to the Members' Code of Conduct. k. Formulate advice for Members and officers on declarations of gifts and hospitality and monitor and review the arrangements for recording interests, gifts and hospitality. l. Grant dispensations to Councillors and co-opted members from requirements relating to interests set out in the Members' Code of Conduct. m. For both District and Parish Councils, deal with any report from the Monitoring Officer following an investigation into a complaint concerning the Members' Code of Conduct (statutory requirement). n. For both District and Parish Councils, consider and determine allegations that a Councillor or co-opted Councillor may have failed to follow the Code of Conduct and where a breach of the Code is established, impose sanctions as delegated by full Council or make recommendations as to any sanctions to the appropriate person or body (statutory requirement). o. Monitor and review the operation of the Protocol on Member-Officer relations. p. Monitor and review the operation of the Protocol on Member-Member relations.
Special provisions as to the Chairman	None
Whipping arrangements	The party whip must not be applied
Substitutes	<p>Substitutes are permitted</p> <p>A substitute is permitted for the Co-opted Non-voting</p>

COMMITTEE TERMS OF REFERENCE APPENDIX 1

	Parish Representative (who shall not be a member of the same Parish Council as either of the Parish members).
Officer attendance	S151 Officer, Monitoring Officer and Audit Services Manager or their deputies are expected to attend each meeting.
Special provisions as to membership	Quasi-judicial meetings training will be required before members sit on hearings. Members of the Cabinet or the Chairman of the Council may not be a member of or substitute on the Audit, Standards & Governance Committee.