

AUDIT AND STANDARDS COMMITTEE

Wednesday, 13th January, 2021
6.30 pm





AUDIT AND STANDARDS COMMITTEE

REMOTE MEETING

**Wednesday, 13th January, 2021 at 6.30
pm**

Members are reminded that if they have detailed questions on individual reports, they are advised to contact the report authors in advance of the meeting.

Members of the public may ask a question, make a statement, or present a petition relating to any agenda item or any matter falling within the remit of the committee.

Notice in writing of the subject matter must be given to the Head of Legal & Democracy by 5.00pm on the day before the meeting. Forms can be obtained for this purpose from the reception desk at Burnley Town Hall or the Contact Centre, Parker Lane, Burnley. Forms are also available on the Council's website <https://bit.ly/2BWx7d2>

AGENDA

1) *Apologies*

To receive any apologies for absence.

2) *Minutes*

To approve as a correct record the minutes of the previous meeting.

5 - 8

3) *Additional Items of Business*

To determine whether there are any additional items of business which, by reason of special circumstances, the Chair decides should be considered as a matter of urgency.

4) *Declarations of Interest*

To receive any declarations of interest from Members relating to any item on the agenda, in accordance with the provisions of the Code of Conduct.

5) *Exclusion of the Public*

To determine during which items, if any, the public are to be excluded from the meeting.

6) *Public Question Time*

To consider questions, statements or petitions from Members of the Public.

PUBLIC ITEMS

7) External Audit Progress Report	
The External Auditor will give a verbal update to the meeting.	
8) Annual Governance Statement	9 - 12
To inform members of the Audit and Standards Committee of the arrangements to provide assurance for an Annual Governance Statement for the financial year 2020/21.	
9) Internal Audit Update Report Q2	13 - 20
To inform members of the work undertaken by Internal Audit for the period 1st July to 30th September 2020	
10) Fraud Risk Assessment	21 - 26
To inform Members of the current fraud trends that affects the public sector.	
11) Strategic Risk Assessment	27 - 46
To review and update the strategic risk register.	
12) The Regulation of Investigatory Powers Act - annual return.	47 - 48
13) Complaint against a Councillor	49 - 50
To note the outcome of a complaint against a Councillor.	
14) Work Programme	51 - 52
To consider the Work Programme for the current year.	
<u>PRIVATE ITEMS</u>	
15) Participants List	53 - 54
16) Joining Instructions	55 - 60
17) Protocol	61 - 62

MEMBERSHIP OF COMMITTEE

Councillors

Councillor Paul Campbell (Chair)
 Councillor Shah Hussain (Vice-Chair)
 Councillor Sue Graham
 Councillor Bill Brindle
 Councillor Tom Commis

Councillor Margaret Lishman
 Councillor Lorraine Mehanna
 Councillor Mark Payne
 Councillor Andrew Tatchell

Co-opted Members

Louise Gaskell, East Lancashire
Chamber of Commerce
Councillor Kathryn Haworth, Habergham
Eaves Parish Council
Councillor Gill Smith, Cliviger Parish
Council
Stuart Arnfield, Burnley College

External Auditor

Barrie Morris, Grant Thornton - External
Auditor

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