

# AUDIT AND STANDARDS COMMITTEE

Wednesday, 24th March, 2021  
6.30 pm





# AUDIT AND STANDARDS COMMITTEE

## REMOTE MEETING

**Wednesday, 24th March, 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. Forms are also available on the Council's website <https://bit.ly/2BW7d2>**

## **AGENDA**

### **1) *Apologies***

To receive any apologies for absence.

### **2) *Minutes***

5 - 8

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

### **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**

<b>7) External Auditor`s findings report.</b>	9 - 40
To consider the report of the external auditors.	
<b>8) Annual Governance Statement 2019/20</b>	41 - 52
To Approve the Annual Governance Statement 2019/20.	
<b>9) Audit Findings report 2019/20 and Statement of Accounts</b>	53 - 210
To receive the Council`s audited Statement of Accounts for 2019/20 and obtain formal approval of the Committee to the audited accounts and to ask they be signed off by the Chair of the Committee. To approve the Letter of Representation from the Head of Finance and Property to the external auditors and sign off by the chair. To inform of the audit findings.	
<b>10) Internal Audit Progress Q3 2020-21</b>	211 - 216
To inform Members of the work done by Internal Audit in Q3 of 2020-21 from 1 <sup>st</sup> October to 31 <sup>st</sup> December 2020.	
<b>11) Strategic Risk Register 2020-21</b>	217 - 236
To review and update Strategic Risk Register 2020-21.	
<b>12) Annual Accounts Arrangements 2020-21 and Final Accounts Arrangements 2021-22</b>	237 - 256
To update Members on the arrangements made to date for the closure of the 2020/21 Accounts and to agree the Accounting policies used for the Statement of Accounts.	
To inform Members of changes to the completion dates in 2020/21 and 2021/22 both for the Draft Statement of Accounts and the Audited Statement of Accounts.	
<b>13) Review of RIPA Policy</b>	257 - 288
To consider a revised Corporate Policy regarding the Regulation of Investigatory Powers Act 2000.	
<b>14) Work Program 2020-21</b>	289 - 290
To consider the Work Programme for the current year 2020/21.	
<b><u>PRIVATE ITEMS PARTICIPANTS</u></b>	291 - 292
<b>15) Protocol</b>	293 - 294
<b>16) joining instructions</b>	295 - 300

## **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

### **External Auditor**

Chloe Edwards, Grant Thornton  
Barrie Morris, Grant Thornton-External Auditor  
Helen Stevenson, Grant Thornton-External  
Auditor

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