

MINUTES OF AUDIT AND ETHICS COMMITTEE

4 NOVEMBER 2021

PRESENT:

Mr P Dudfield (Chairman), Councillors Bearne, McQueen, Mistry and Ms Watson-Merret

21. MINUTES

The minutes of the meeting held on 29 July 2021 were approved and signed by the Chairman.

22. APOLOGIES

An apology for absence from the meeting was received Mr J Eves (Vice Chairman).

23. UPDATE TO COUNCILLOR CODE OF CONDUCT

The Committee considered the report of the Chief Officer for Legal and Governance (Part 1 – Agenda Item 4) concerning proposed amendments to Rugby Borough Council's Code of Conduct for Members based on the Local Government Association's (LGA) Model Councillor Code of Conduct 2020.

The Committee considered the threshold for registration of gifts and hospitality as recommended by the LGA and agreed that further analysis was required. The Committee's decision would be referenced within the report to Full Council.

RESOLVED THAT – IT BE RECOMMENDED TO COUNCIL THAT the LGA Code, as amended and detailed within the report, be adopted.

24. APPROVAL OF THE FINANCIAL STATEMENTS FOR 2020/21

The Committee considered the report of the Chief Officer for Finance and Performance (Part 1 – Agenda Item 5) concerning the Council's Financial Statements, the external auditors' Audit Findings Report and the approval of Financial Statements for signature and publication.

A representative from Grant Thornton, the Council's appointed external auditor, attended the meeting to answer questions and present the Audit Findings Report (Part 1 – Agenda Item 5 – Appendix A).

The Committee placed on record their thanks to the Chief Officer for Finance and Performance and the Financial Services Team for their hard work and to the Grant Thornton team for the guidance provided through the audit.

RESOLVED THAT –

- 1) The Audit Findings Report for 2020/21 (Appendix A) be noted.

- 2) The Management Representation Letter for 2020/21 (Appendix B) be approved.
- 3) The Statement of Accounts for 2020/21 (Appendix C) be approved.
- 4) Authority be delegated to use the Chair of Audit and Ethics Committee and the Chief Financial Officer's electronic signatures to sign the Statement of Accounts.

25. AUDIT PROGRESS REPORT AND SECTOR UPDATE

The Committee considered the report of the Chief Officer for Finance and Performance (Part 1 – Agenda Item 5) concerning a progress update from Grant Thornton on progress in delivering their responsibilities as external auditors to Rugby Borough Council.

RESOLVED THAT – the report be noted.

26. MOTION TO EXCLUDE THE PUBLIC UNDER SECTION 100(A)(4) OF THE LOCAL GOVERNMENT ACT 1972

RESOLVED THAT – under Section 100(A) (4) of the Local Government Act 1972 the public be excluded from the meeting for the following items on the grounds that they involved the likely disclosure of information defined in paragraphs 1, 2 and 3 of Schedule 12A of the Act.

27. CONTRACT STANDING ORDERS UPDATE

The Committee considered the private report of the Chief Officer for Finance and Performance (Part 2 – Agenda Item 1).

RESOLVED THAT – the report be noted.

28. WHISTLE BLOWING INCIDENTS – STANDING ITEM – TO RECEIVE ANY UPDATES

There were no issues to report.

29. FRAUD AND CORRUPTION ISSUES – STANDING ITEM – TO RECEIVE ANY UPDATES

The Corporate Assurance Manager and Transformation Lead provided the Committee with an update on a case reported at the previous meetings and stated that the matter remained ongoing.

RESOLVED THAT – the Committee be provided with an update at the next meeting.

CHAIRMAN