



## Audit and Governance Committee Decision Summary

Meeting: 30th July 2021

Agenda/Minutes: [Audit and Governance Committee – 30th July 2021](#)

Chair: John Pye (Chair and Independent Person)

Summary of decisions taken at this meeting

Item	Topic	Decision <i>[None of the decisions below are key decisions]</i>
1.	<b>Apologies and Declarations of Interests</b>	<p>No apologies received.</p> <p>There were no declarations of interest.</p>
2.	<b>Chair's Announcements</b>	<p>The Chair made the following announcements:</p> <ol style="list-style-type: none"> <li>1) The attendance of the Business Board Chair scheduled for this meeting had been deferred due to the outcome at the CA Board when the proposal had been discussed and had failed at the vote due to the Mayor not supporting the proposal. The Chair advised that a meeting between himself and the Business Board Chair was being arranged to discuss how to take this forward.</li> <li>2) The Chair requested that all members of the committee submit their Register of Interest forms to officers as soon as possible as some were still outstanding.</li> <li>3) The Chair requested that members of the Committee complete and send to the Scrutiny Officer the Members Skill Set form to help inform future development sessions.</li> </ol>

		<p>4) The Chair informed the Committee that the Combined Authority had been approached by members of the CA Board to consider the processes used in the closure of the Combined Authority trading company One CAM. Officers were going to look into this and report back. The scope would need to be provided to the Committee for them to consider.</p> <p>This issue had highlighted that there was currently no route for how members could refer matters to the Audit and Governance Committee, and this would be discussed in the work programming paper later in the meeting.</p>
3.	<b>Minutes of the Previous Meeting and Action Notes</b>	<p>The minutes from the meeting held on the 25th June 2021 were agreed as a correct record subject to the following amendment:</p> <p>Under item 5 – Cllr Sargeant raised a point that the review of the CA governance arrangements and the Housing Programme in regards to the MHCLG should be looked into.</p> <p>The Actions from the previous meeting were noted.</p>
4.	<b>Combined Authority Update</b>	<p>The Committee received the update from the Interim Chief Executive Officer which provided an update on the activities of the CA Board.</p>
5.	<b>Work Programming</b>	<p>The Committee received the report which requested that the committee discuss the suggested ways of developing their work programme.</p> <p>The Committee RESOLVED:</p> <p>a) that officers should take forward the proposals in the report and provide an updated work programme and terms of reference for the committee to agree at their next meeting.</p>

		<p>b) to invite the Chief Legal Officer/Monitoring Officer to develop proposals for a formal process of referral to the Audit and Governance Committee by other committees or the Combined Authority Board.</p> <p>c) that Members from constituent councils should be able to submit referrals to the committee</p> <p>d) to note the current work programme for the Audit and Governance Committee for the 2021/22 municipal year attached at Appendix 3</p>
6.	<b>Internal Audit – Progress Report</b>	Item was deferred to September meeting due to Internal Auditor inability to attend due to loss of internet connection at the meeting venue.
7.	<b>Internal Audit – Annual Report</b>	Item was deferred to September meeting due to Internal Auditor inability to attend due to loss of internet connection at the meeting venue.
8.	<b>External Audit – Results</b>	<p>The Committee received the report from the External Auditors which requested that they approve the Management Representation Letter 2021 and note the External Auditors report.</p> <p>The Committee RESOLVED to approve the Management Representation Letter 2020/21 and note the External Auditors report 2020/21.</p>
9.	<b>Statement of Accounts and Annual Governance Statement</b>	<p>The Committee received the report which requested that they approve the Statement of Accounts for 2020/21 and approve the Annual Governance Statement 2020/2021.</p> <p>The Chief Finance Officer advised that due to the delay with the information from the pension provider mentioned in the previous item that the committee could approve the accounts and annual governance statement in principle and delegate to the Chair to sign them off once the External Auditor had completed their audit.</p>

		<p>A member raised a query around the level of detail in the report and was advised that much of the detail was included within the exempt information which would be discussed later in the meeting.</p> <p>The Committee agreed in principle to approve the accounts and delegated to Sec 73 Officer and Chair to approve unless any substantial changes were made.</p> <p>The Committee agreed to approve the Annual Governance Statement subject to the discussions due to be held under item 6 and 7 from the Internal Auditors. As there were items of relevance to the Annual Governance Statement within the Internal Audit reports which had been deferred, the Committee were unable to review these points.</p> <p>The Chair called for a vote to delegate to the Section 73 Officer and the Chair to approve the Annual Governance Statement as it stood noting that the officers had responded to changes requested at their previous meeting.</p> <p>The vote fell with 2 votes in favour and 3 against.</p> <p>The Committee RESOLVED not to approve the Annual Governance Statement but defer this until the September meeting. As a result, the Statement of Accounts were not signed off and would need to be reviewed by an alternative auditor before the September meeting.</p>
<b>10.</b>	<b>Corporate Risk Register</b>	<p>The Committee received and noted the report which requested that the committee note and review the Combined Authority's Corporate Risk Register and recommend any proposed changes to the Corporate Risk Register to be reported to the next Combined Authority Board meeting for approval.</p>

		<p>The Committee Agreed that the residual risk for Climate Change should be considered by the CA Board at their next meeting to determine whether the significance of the risk had been properly calibrated.</p> <p>The Committee noted the Corporate Risk Register.</p>
<b>11.</b>	<b>Appointment of Independent Persons for Member Conduct</b>	<p>The Committee received the report from the Monitoring Officer which asked members to note the appointment process and role description to recruit two Independent Persons and request that the Chief Legal Officer/Monitoring Officer undertake the work necessary to recruit the Independent Persons.</p> <p>The Committee RESOLVED to:</p> <ul style="list-style-type: none"> <li>a) note the appointment process and requested that the role description to recruit two Independent Persons be brought back to the next meeting for the committee to review.</li> <li>b) Ask the Chief Legal Officer/Monitoring Officer to undertake the work necessary to recruit the Independent Persons</li> </ul>
<b>12.</b>	<b>Date of next meeting</b>	<p>The next meeting would be held on the 24<sup>th</sup> September 2021</p> <p>Venue TBC</p>