

# Audit & Risk Management Panel Agenda

**Place**

To Be Held Remotely

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**Date**

Wednesday, 24 February 2021

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**Time**

7:00 PM

This meeting is viewable by the press and public on the Council's [Youtube Channel](#).

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**Councillors**

Chris Lloyd (Chair)	Labour
Ian Hawking	Labour
Mick Hayes	Labour
Mehboob Khan	Labour
Jackie Smith	Labour
Matt Hartley	Conservative

**External Appointee**

Dr Susan Blackall (vice-chair) Independent

Members are reminded that officer contacts are shown at the end of each report and they are welcome to raise questions in advance with the appropriate officer. This does not prevent further questioning at the meeting.

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If you require further information about this meeting please contact the Committee Services Manager:  
Anthony Soyinka  
Telephone: 020 8921 4350  
Email: [committees@royalgreenwich.gov.uk](mailto:committees@royalgreenwich.gov.uk)

## **Agenda**

- 1 Apologies for Absence**  
To receive apologies from Members of the Committee
- 2 Urgent business**  
The Chair to announce any items of urgent business circulated separately from the main agenda.
- 3 Declarations of Interest**  
Members to declare any personal and financial interests in items on the agenda. Attention is drawn to the Council's Constitution; the Council's Code of Conduct and associated advice.
- 4 Minutes**  
Members are requested to confirm as an accurate record the Minutes of the meeting held on 24 November 2020.  
  
No motion or discussion may take place upon the Minutes except as to their accuracy, and any question on this point will be determined by a majority of the Members of the body attending who were present when the matter in question was decided. Once confirmed, with or without amendment, the person presiding will sign the Minutes.
- 5 Auditor Progress Report / Update – February 2021**  
To receive a report from Grant Thornton on the progress in delivering their responsibilities as the council's external auditors, and to note and comment on the consultation on amendments to the Accounts and Audit Regulations 2015 following the Redmond review
- 6 Annual Audit Letter**  
To note and comment upon the 2019/20 Annual Audit Letter
- 7 Treasury Management and Capital Strategy 2021/22**  
To consider the report and the appendices and to refer any comments to Council

Date of Issue  
Tuesday, 16  
February 2021

Debbie Warren  
Chief Executive

## Remote Meetings

This meeting will be conducted remotely in accordance with the Coronavirus Act 2020 and related regulations.

This meeting will be viewable live, and for one year afterwards, on the Council's Youtube Channel: <https://www.youtube.com/user/royalgreenwich>

Those who have agreed to participate in the meeting have deemed to have consented to being recorded, and to the public use of the recording.

If you have any queries regarding the recording of meetings, please email the Committee Services Manager at [committees@royalgreenwich.gov.uk](mailto:committees@royalgreenwich.gov.uk)



# Public Information

PLEASE TURN ALL MOBILE PHONES TO SILENT

## Terms of Reference

These are made up of a Statement of Purpose, together with a list of core functions.

## Statement of Purpose

To provide an independent assurance of the adequacy of the risk management framework and the associated control environment, including the effectiveness of the Internal Audit and Corporate Anti-Fraud functions. In particular:

## List of Functions

- To receive the annual review of internal controls and be satisfied that the Annual Governance Statement properly reflects the risk environment and any actions required to improve it.
- To consider (but not direct) the annual plans of the Internal Audit and Corporate Anti-Fraud Services and to monitor performance throughout the year.
- To consider summaries of specific Internal Audit reports as requested and to seek assurances that action has been taken where necessary.
- To receive regular reports covering implementation of the Council's risk management policy and strategy to determine whether strategic risks are being actively managed.
- To report to Council on the risk management framework.
- To consider the effectiveness of the relationships between external and internal audit, inspection agencies and other relevant bodies, and to ensure that the value of the audit process is actively promoted.
- To receive reports on audit issues arising from the financial statements, external auditor's opinion and reports to members, and monitor management action in response to such issues.
- To provide input into the appointment of the council's external auditor.
- To maintain an audit overview of the council's constitution in respect of contract procedure rules, financial regulations and codes of conduct and behaviour.

- To consider the Council's audit arrangements for corporate governance and agreeing necessary actions to ensure compliance with best practice.
- To comment on the Treasury Management Strategy, review the previous year's outturn position and to undertake a mid-year review.
- To comment on the Capital Strategy.

### Powers

The Panel is an advisory committee able to advise full Council, Cabinet or Overview and Scrutiny Committee.

### The Agenda

The agenda is made up of the items of business to be considered at the meeting. The agenda may contain confidential or exempt business which has not been made available to the public. If the Panel wishes to discuss any confidential or exempt information, members of the public and press will be asked to leave the meeting.

The Royal Borough of Greenwich seeks to be 'paperless'. All agenda material is published on the Council's website.

A copy of the agenda is available for public use during the meeting. Advance copies of the agenda can be viewed at the Woolwich, Eltham and Greenwich Centres.

### Declarations of interest

Members of the Council are required to declare any interests that they might have in an item on the agenda. In some cases the Councillor who has declared an interest may not take part in consideration of the item concerned, and must leave the meeting whilst it is considered. However, depending on the nature of the interest, a Councillor may in certain circumstances, having declared an interest, speak and vote on an item.

### Provision for Public Involvement

Meetings of the Audit and Risk Management Panel are open for the public to attend.

Members of the Public may request to speak at a meeting on an item that appears on the agenda. Any member of the public who wishes to address the meeting must notify the Corporate Governance Officer as soon as possible prior to the meeting. It is at the Chairs' discretion, whether or not, to allow members of the public to address the Panel.

#### Disabled Access, Interpreters/Signers

Most meetings are held in the Town Hall, Woolwich, which has wheelchair access, good lighting and an induction loop system for the hard of hearing. Meetings held elsewhere are normally in wheelchair-accessible locations. Provided you give reasonable advance notice to the Corporate Governance Officer, the Council can usually arrange for an interpreter or signer to attend the meeting.

#### Lead Officers

Director of Finance  
Assistant Director of Finance, Governance and Audit  
Committee Services Manager

## **PUBLIC INFORMATION ON REMOTELY HELD ('VIRTUAL') MEETINGS**

The meeting will be streamed live on the Council's [YouTube Channel](#) and a recording of the meeting will be available to view for one year after this meeting.

New Regulations have been introduced to enable local authorities to hold meetings remotely. To ensure the smooth running of these virtual meetings, procedures have been amended in accordance with emergency powers.

The Chair of ARM will have complete discretion of the procedure to be adopted for the meeting.

During the meeting, all Members will be in control of their own microphone on Zoom.

The microphone should be set to mute at all times until the Chair invites the Member to address ARM.

Any member of ARM who wishes to speak should do so by using the 'raise hand' function on Zoom.

The meeting 'chat' function on Zoom will be disabled in the interests of transparency.

Any member of ARM who loses visual or audio connection during the virtual meeting should notify the designated Officer before any voting takes place and this will be recorded within the minutes of the meeting.