



TODMORDEN TOWN COUNCIL

Item 10 – Town Council 27th April
2021

TODMORDEN TOWN COUNCIL

REPORT TO FULL COUNCIL

REPORT AUTHOR	Colin Hill Town Clerk and Responsible Financial Officer
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Date	27th April 2021
SUBJECT	Annual Governance and Accounting Return 2020/21

PURPOSE OF REPORT

1. To present to Members the Annual Governance and Accounting Return for 2021/21 noting that box six has been restated by £202 for 2019/20 in respect of staff expenses following guidance this year regarding the accounting treatment of staff mileage and non-salaried costs.
2. To advise Members that there are four elements to the return: -
 - Annual Internal Audit Report
 - Section 1 Annual Governance Statement 2020/21
 - Section 2 Accounting Statements 2020/21
 - Section 3 External Auditors Certificate
3. To advise Members that the Annual Internal Audit has taking place remotely and no issues of concern raised.
4. To advise Members that Section 1, to be signed by the Mayor (as Chairman of the Council) is about good governance. Throughout the year Members have received reports covering all requirements regarding points 1 to 7 including Member checking of Internal Controls compliance, detailed reporting to Resources Committee and Risk Registers and Policies reviewed at Full Council. Point 8 considers any contingent liabilities the Council may face. As of 31st March 2021, none are known.
5. To advise Members that Section 2 to be signed initially by the Responsible Financial Officer(RFO) and then the Mayor.
6. To advise Members that Section 3 relates to the External Accountants limited assurance opinion. Once all of the AGAR certificates are signed, this will be sent to the External Auditor with the Internal Auditors report and specific information requested under the External Auditors requirements. See Appendix 2 Limited Assurance Regime. All such information is ready to submit.

7. To advise Members that once all information is sent to the External Auditor , The Notice of Public Rights and Publication of Unaudited Annual Governance and Accountability Return for the year ended 31st March 2021 will be issued on 31st May 2021 for the public right to inspect all accounting records between the 14th June 2021 and the 23rd July 2021.

FINANCIAL CONSIDERATIONS

8. None directly arise from this report.

RECOMMENDATION

9. That Members note the process involved, the AGAR as submitted, and take the opportunity to raise any queries regarding The Annual Governance Statement 2020/21 before the Mayor duly signs this on behalf of the Council.

REASONS FOR RECOMMENDATION

10. To provide Members with time to consider all aspects of good Governance compliance and be satisfied that points 1 to 7 of Section 1 of the Annual Governance Statement 2020/21 are met.

POLICY IMPLICATIONS:

11. None arising from this report.

DETAILS OF CONSULTATION:

12. None from this report.

CLIMATE CHANGE:

13. None arising from this report.

IMPACT EQUALITY ASSESSMENT

14. None arising from this report.

SUPPORTING PAPERS:

15. Appendix 1 - Annual Governance and Accounting Return for 2020/21
Appendix 2 - External Audit Limited Assurance Regime

FURTHER INFORMATION, PLEASE CONTACT: Colin Hill