



TODMORDEN TOWN COUNCIL

**Item 19 – Full Council 16<sup>th</sup> March  
2022**

# TODMORDEN TOWN COUNCIL

## REPORT TO FULL COUNCIL

<b>Report Author</b>	<b>Resources Committee</b>
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<b>Date</b>	<b>16th March 2022</b>
<b>Subject</b>	<b>Internal Controls</b>

### PURPOSE OF REPORT

1. To inform Members that the Resources Committee on the 16<sup>th</sup> February 2022 reviewed the Internal Controls document noting these were last reviewed In March 2021
2. To inform Members that amendments were made to reflect the increasing level of financial activity that will be involved in the Town Council taking on the role of Sponsor for the Town Deals Fund (TDF) Centre Vale Park projects but that further work will be necessary once detail of how the fund will be practically managed. See Appendix 1- changes highlighted.
3. To ask Members to note that the Internal Controls Document should be reviewed annually to be satisfied that they remain appropriate, especially should the nature of the Council's activities materially change.
4. To inform Members that the Clerk in her combined role with that of the Responsible Financial Officer has reviewed the Internal Controls document adopted in March 2021 and against the revised Joint Panel on Accountancy and Governance (JPAG) A Practitioners' Guide (2021 edition)
5. To inform Member that the 2022 guide is not expected to be released until April 2022 but given past experience is unlikely to propose within it any major changed to Internal Controls. Any significant changes will be bought to the attention of Members.
6. To inform Member that the Clerk/ RFO believes that within the resources available, she is meeting her duties under Section 151 of the Local Government Act 1972.

### FINANCIAL IMPLICATIONS

7. Whilst none directly arising from this review, a review of the Internal Controls confirm that they remain appropriate and reflect the day-to-day nature of the Risks faced on a day- to-day basis.

### RECOMMENDATION

8. That Full Council agrees that the Draft Internal Controls document, as updated following involvement of the Town Council as Sponsor ,remains relevant and adopts this forthwith.

**REASONS FOR RECOMMENDATION**

9. Full Council approval is required to adopt this document.

**POLICY IMPLICATIONS:**

10. This addresses changes arising out of a substantial change in financial receipts arising out of external grant funds.

**DETAILS OF CONSULTATION:**

11. None arising from this report.

**CLIMATE CHANGE:**

12. None arising from this report.

**IMPACT EQUALITY ASSESSMENT**

13. None arising from this report.

**SUPPORTING PAPERS:**

Appendix 1 - Draft Internal Controls Document

**FURTHER INFORMATION, Please Contact: Naomi Crewe**