



TODMORDEN TOWN COUNCIL

**Item 24 – Resources Committee  
16<sup>th</sup> Feb 2022**

# TODMORDEN TOWN COUNCIL

## REPORT TO RESOURCES COMMITTEE

<b>REPORT AUTHOR</b>	<b>Colin Hill Town Clerk and Responsible Financial Officer</b>
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<b>Date</b>	<b>16th February 2022</b>
<b>SUBJECT</b>	<b>Internal Controls</b>

### PURPOSE OF REPORT

1. 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.
2. To inform Members that the opportunity has been taken to update some parts of these controls to reflect the Town Deal Fund activity, but that further work will be necessary once detail of how the fund will be practically managed. See Appendix 1- changes highlighted.
3. To inform Members that the Clerk in his 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)
4. 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 brought to the attention of Members.
5. To inform Member that the Clerk/ RFO believes that within the resources available, he is meeting his duties under Section 151 of the Local Government Act 1972.
6. On handover of responsibility to the incoming Town Clerk/RFO arrangements will be made to review these controls with a Member of the Resources Committee

### 7. FINANCIAL IMPLICATIONS

6. 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**

7. That Members agree that the Draft Internal Controls document remains appropriate and recommend to Full Council to Adopt

## **REASONS FOR RECOMMENDATION**

8. The Resources Committee should keep under review the Internal Controls document.

## **POLICY IMPLICATIONS:**

9. None arising from this report.

## **DETAILS OF CONSULTATION:**

10. None arising from this report.

## **CLIMATE CHANGE:**

11. None arising from this report.

## **IMPACT EQUALITY ASSESSMENT**

12. None arising from this report.

## **SUPPORTING PAPERS:**

13. Appendix 1 - Draft Internal Controls Document

**FURTHER INFORMATION, PLEASE CONTACT: Colin Hill**