

# BIRMINGHAM CITY COUNCIL

<b>AUDIT COMMITTEE</b> <b>29 JUNE 2021</b>
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**MINUTES OF A MEETING OF THE AUDIT COMMITTEE HELD ON TUESDAY, 29 JUNE 2021 AT 1400 HOURS IN THE MAIN HALL, BIRMINGHAM & MIDLANDS INSTITUTE, 9 MARGARET STREET, BIRMINGHAM, B3 3BS**

**PRESENT:-**

Councillor Grindrod in the Chair;

Councillors Bore, Bridle, Jenkins, Morrall, and Quinnen

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**NOTICE OF RECORDING/WEBCAST**

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The Chair advised and the meeting noted that this meeting would be webcast for live or subsequent broadcast via the Council's You Tube site ([www.youtube.com/channel/UCT2kT7ZRPFCXq6\\_5dnVnYlw](http://www.youtube.com/channel/UCT2kT7ZRPFCXq6_5dnVnYlw)) and that members of the press/public may record and take photographs except where there are confidential or exempt items.

**The business of the meeting and all discussions in relation to individual reports was available for public inspection via the web-stream.**

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**APPOINTMENT OF AUDIT COMMITTEE, CHAIR, DEPUTY CHAIR AND MEMBERS**

At this juncture, members introduced themselves for webcasting purposes. The Chair added Councillor Tilsley and Councillor Akhtar were also members of the Committee however, they were not present at this meeting.

**Election of the Deputy Chair**

Councillor Bridle nominated Councillor Paul Tilsley as Deputy Chair and seconded by the Chair.

This was agreed by the Committee Members.

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**RESOLVED:-**

- (i) That the resolution of the 25 May 2021, City Council appointed the Audit Committee, Chair and Members to serve on the Committee for the period ending with the Annual Meeting of the City Council in 2022 be noted:-

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### Labour Group

Councillors Akhtar, Bore, Bridle, Grindrod (Chair), and Quinnen

### Conservative Group

Councillors Jenkins and Morrall

### Liberal Democrat Group

Councillor Tilsley

- (ii) that Councillor Paul Tilsley be elected Deputy Chair, for the purpose of substitution for the Chair if absent, for the period ending with the Annual Meeting of the Council in 2022.
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## AUDIT COMMITTEE - FUNCTIONS

The following schedule was submitted:-

(See document No. 1)

329 **RESOLVED:-**

That the schedule of functions be noted.

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## APOLOGIES

330 Apologies were submitted on behalf of Councillor Paul Tilsley for his inability to attend the meeting.

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## DECLARATIONS OF INTEREST

331 Members were reminded that they must declare all relevant pecuniary and non-pecuniary interests relating to any items of business to be discussed at this meeting. If a pecuniary interest was declared a Member must not speak or take part in that agenda item. Any declarations would be recorded in the minutes of the meeting.

Councillor Bridle declared a non-pecuniary interest. She was the advisor to the Cabinet Member Street Scene and Parks, Councillor John O'Shea.

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## EXEMPT INFORMATION – POSSIBLE EXCLUSION OF THE PRESS AND PUBLIC

Members agreed there were no items on the agenda that contained exempt information.

332 **RESOLVED:-**

That, in accordance with Schedule 12A of the Local Government Act 1972 as amended by the Local Government (Access to information) (Variation order) 2006, the public be excluded from the meeting during consideration of those parts of the agenda designated as exempt on the grounds that it is likely, in view of the nature of the business to be transacted or the nature of the proceedings, that if members of the press and public were present there would be disclosure to them of exempt information.

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**MINUTES – AUDIT COMMITTEE – 27 APRIL 2021**

333 **RESOLVED:-**

That the public minutes of the last meeting having been circulated, were agreed by the Committee.

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**ASSURANCE SESSION – CABINET MEMBER STREET SCENE & PARKS PORTFOLIO**

The Chair welcomed the Cabinet Member for Street Scene and Parks and the Director of City Operations (previously known as Director of Neighbourhoods) to the Assurance Session of the Committee.

**Part 1: Portfolio overview**

The Cabinet Member for Street Scene and Parks highlighted this was a large portfolio which contained a number of challenges and relied heavily on staff as well as the machinery. A summary of the scale of the service was provided to members. Figures around the collection and sustainable disposal of waste from residential and other properties within the city and street cleansing was outlined.

Members were informed, for the past two years that there was a focus on resetting the relationships with trade unions by holding regular meetings. Over the past year, the service functions had continued whereas other local authorities drew back on services throughout the pandemic.

**Part 2: Depot Modernisation & Waste Management Fleet**

The Cabinet Member for Street Scene and Parks informed members work was taking place to modernise Perry Barr depot and as well as developing a scheme to combine Montague Street and Redfern Road depots at a new single site in Tyseley. The first tranche of new waste vehicles had been deployed and the procurement process for the interim waste disposal contract 2024-2034 was ongoing. He highlighted over the past three years, the service had come a long way however, this was an ongoing journey.

The Director of City Operations echoed comments made by the Cabinet Member and added the commitment of the workforce during the pandemic had been

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exceptional as the staff had responded tremendously. Regular refuse collection had taken place and the workforce had been complimented by members of the public for the work undertaken.

The re-procurement of the waste disposal arrangements and treatment arrangement was a major area of progress. This was a 10-year contract and ways to expand on the waste treatment function after 2034 would be explored. The Government Strategy on Waste would indicate what must be collected and separated in the future. It was anticipated by 2023, food waste would be collected separately.

A review of the waste would be taking place and monitored by a company. They would look at how to reorganise the service by responding to changes through the Waste Strategy and both the workforce and trade unions were supportive of this movement. However, more work still had to be taken at the depot sites. Improvement was required at the sites as the conditions the teams were currently working in were not good. In addition, work would be starting at the Perry Barr depot shortly.

### **Part 3: Parks**

The Director of City Operations highlighted during the pandemic, there were issues within the parks as unlawful gatherings were taking place. Park rangers and Covid-19 wardens worked hard to ensure the correct messages related to the pandemic were channelled to members of the public.

He noted there were several service improvements still to take place however, he was pleased with the work undertaken with the trade unions and workforce to improve services. Previously, the relationships were not where they should have been however, since improved.

### **Members response**

The Committee then asked questions of the Cabinet Member for Street Scene and Parks. These were around; the External Auditors report indicated waste services continuity and relationships was a key area of risk therefore what assurances could be given of not seeing waste service in this position again; assurances that the integration and relationship between Waste Service and Human Resources was in place and effective; Memorandum of understanding (MoU) – any changes to MoU created pre-Covid and if so, were the trade unions supportive of the agreed changes to the MoU; any projected liability on the equal pay claims as a result of the changes through the Covid – 19 period and complaints around mixing of waste (combined into one collection).

Further questions were raised by members around the Directorate Assurance Statement 2021 – issues around the parks budget, maintenance of children's play area; value for money and governance issues around the street cleaning as there seemed to be a fragmentation between housing and highways land issues; the need for more bins within the city; garden waste collection – costs associated with the bins means people cannot afford the bins and possibly this should be means tested for people in deprived communities; only one major recycling centre in South Birmingham – possibly liaise with Bromsgrove District Council and make arrangements for B45 and neighbouring residents.

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Further questions were raised by Councillor Bore around what the waste management service was doing to future proof the service and risks associated with this i.e. apartment blocks and the nature of the service was different to previous years (as there was an increasing number of apartment blocks across the city). He questioned what the service was doing in advance of the changes and in accordance of the residential nature of Birmingham. He referred to the relationship between waste management and planning and this should be planned effectively. Measures were put into place as part of the Emergency Travel Fund which had caused problems. Questions were raised as to what the relationship was with Waste Management and Inclusive Growth Directorate in bringing emergency travel schemes.

In response to members questions, the following points were made by the Cabinet Member Street Scene and Parks and the Director of City Operations;

### **Risks highlighted in External Auditors report and the relationship with HR Teams**

- The Cabinet Member for Street Scene and Parks notified members there had been a complete reset of relationships with both the workforce and unions. Monthly meetings were taking place with all the main trade unions as there was a desire to make the service run effectively. A method was in place to address issues as they arose. A Human Resources team were involved as part of this process, which allowed issues to be resolved early on without escalating into disputes. The Cabinet Member was confident this system of early resolution avoided problems in the future.

The Director of City Operations noted there were two aspects to the value for money in the 2018/19 report. The budget outturn report (shared with cabinet in 29 June), indicated the non-Covid spend on street scene activity was on target and underbudget. In previous years, there had been an overspend related to waste collection service. There were a number of reasons as to why this had occurred e.g. i) budget adjustments to ensure there had sufficient budget to provide services ii) budget management exercise; monitoring budgets and ensuring a robust management of budgets.

This year, the Director of City Operations had been working with the External Auditors on budget management where they had signed off the value for money aspect. The External Auditors had identified there was ongoing work to undertake with industrial relations and to ensure the recommendations of the commissioned work from the independent review was implemented. Continuous engagement with the council's non-executive advisor was taking place. In addition, continuous improvements would be taking place with the workforce and trade unions through a Joint Service Improvement Board, chaired by Councillor O'Shea. This Board worked through various areas with trade unions and workforce to implement improvements to deliver the service. Any issues that were not resolved would be escalated from the board to the Director of City Operations and the Leader however, over the last two years, the Leader and Director of City Operations had been called to the board once.

This was noted as working progress however, it was working well as the relationship with the trade unions was different than before. Budgets and governance monitoring were taking place continuously.

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**Memorandum of understanding (MoU)** – The Cabinet Member for Street Scene and Parks mentioned there were no changes to the MoU. During the pandemic, only the ways of working had changed i.e. drivers start times. The Director of City Operations added the trade unions had a relaxed view as they wanted the service to work and deliver the services efficiently.

**Equal Pay** – Director of City Operations informed members Equal Pay was being monitored across the council not just in the waste service. An Employment Governance Steering Group consisting of legal services, HR and the Director of City Operations was in place to ensure any changes in working practices came to this group and monitored.

**Mixing of waste (Combined into one collection)** - The Cabinet Member for Street Scene and Parks highlighted recycling would be combined when there was a need i.e. when collections had been missed therefore, as this was contaminated waste, it would automatically go to the incinerator. He emphasised recycling should be kept separate and if not, this should be reported. This was currently being monitored.

**Children’s Play Areas - value for money and governance** – The Health and safety of children play areas were checked weekly by the teams however, there was a reliance on capital investment. As part of the mitigations work, the Director of City Operations was working with finance colleagues to ensure there was enough budget for the maintenance work. Currently, this budget was under review.

**Housing, Highways & Parks** - Maintenance of the grounds of the parks, verges and housing sites were taking place routinely. For the last 18 months, work was taking place on merging services into one. The Street scene restructure proposed to begin early 2020 however, this was delayed due to Covid-19. This was now on track to begin in the summer 2021.

£7.2 million investment was taking place in Street Scene services. Most of the work which would be undertaken was in response to the Overview and Scrutiny report. There would be four pilot projects set up across the city with a focus more on the needs of the ward’s.

At this juncture, the Chair requested for a briefing note to update members on the restructure of the Street Scene service area.

**Fly- tipping** - This was a wider issue than just in Birmingham as various local authorities across the country were addressing similar issues. Many issues arose with poor landlords where items were dumped and disposed of. Birmingham Live had highlighted that Birmingham’s enforcement had been good as they were issuing heavy fines to those disposing their rubbish.

**Garden Waste/ waste bins** – Garden waste is legally different to household waste and therefore, most councils charged for this. Birmingham charged £50 for garden waste collections across the year and there is no space within the budget to reduce the cost.

Waste bins - there was a cost associated with everything that goes onto the streets and it was noted there were hotspots within the city that experienced

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these problems. People were encouraged to take their litter home especially if bins were not in their vicinity.

Birmingham was responsible to deal with the waste of its residents however, the Cabinet Member noted there was a lack of household recycling centre in the South West of the City. Further work would be taking place to review issues around fly tipping and litter bins.

At this juncture, the Chair requested for the Director of City Operations to share a formal answer to the use of tips via Bromsgrove City Council which was raised by Councillor Morrall.

**Future proofing of the waste service** – Discussions were taking place with Birmingham Municipal Housing Trust (BMHT) on their plans for property and development. More nano track (narrow body) vehicles were being purchased. These would have a similar capacity to the larger vehicles but with a smaller frame. The Cabinet Member was waiting for the outcome from Government legislation which would define what would need to be collected and disposed of in the future. This would be factored into the service.

At this juncture, the Chair reflected to the recent City Council meeting where Councillor Morrall challenged the Chair around the low traffic neighbourhoods and value for money. He highlighted the external auditors would most likely look at climate change as a risk and future proofing to deliver value for money.

The Cabinet Member for Street Scene and Parks Birmingham recognised Birmingham were not good at recycling and investment was needed to educate people within the city. Work was needed with different community groups to raise awareness of how they can do more. People within the city who came from various countries dealt with waste differently i.e. some countries people pay for contractors to collect refuse. He noted this was an ongoing journey and the service would need to adapt to what was required to be collected.

The Cabinet Member highlighted as a nation, we need to consume and throw away less and re-use more.

At this juncture, the Chair thanked the Cabinet Member for Street Scene and Parks and the Director for City Operations for their attendance.

Upon consideration, it was:

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### **RESOLVED:-**

- (i) That the Committee noted the updates received on the Cabinet Member for Street Scene and Parks Portfolio.
- (ii) The Committee to receive a briefing note on the restructure of the Street Scene service area.
- (iii) The Committee to receive a formal response to the use of tips via Bromsgrove City Council as there was a lack of household recycling centres in the South of the City.

**BIRMINGHAM AUDIT ANNUAL REPORT 2020/21**

The following report of the Assistant Director Audit and Risk Management was submitted: -

(See document No.2)

The Assistant Director, Audit and Risk Management informed members that this report included her opinion (Internal Auditors opinion) and this opinion fed into the Annual Governance Statement. The report gave the culmination of the work that had been completed during the course of the year and provided an objective opinion on the adequacy and effectiveness of the systems of internal control for the financial year ending March 2021. It highlighted any significant issues that have arisen from internal audit activity during the year.

As a result of the Covid-19 pandemic it had not been possible to deliver the full programme of work set out at the beginning of the year. Internal Audit had to prioritise the resources on supporting the Council and concentrating on emerging systems and procedures. An overview of the plan set at the beginning of the year was shared.

The Assistant Director, Audit and Risk Management gave a summary areas of where Internal Audit had added value across the organisation during the pandemic i.e. proactive advice, to secondments of staff to track and trace; support audit data warehouse; joint working with Regulatory Services Financial investigations to recover creditor overpayments and business grants; support delivery in Birmingham Schools and support deliver training for school governors.

Members commented on the report and the Assistant Director, Audit and Risk Management responded thereto.

Key points noted from discussions;

- Contract extensions and non-contract extension compliance referred to on appendix A (page 32 and 38) of the report. There was a governance issue and adherence to standing orders and it was highlighted on several occasions' contracts were extended.
- Members wanted to be assured these matters were addressed however, appendix A was not displaying this assurance.
- Schools deficit on page 35 – This indicated schools with a deficit were not able to set a balanced budget or are forecasting deficits in future years. It was highlighted the Executive were looking at this however, in some instances the council would inherit the deficits.
- School Governors look to agree action plans which often were not formalised therefore, other measures may be required on school deficits as this would be a risk in the future to the council's budgetary position.
- The Assistant Director, Audit and Risk Management noted contract extensions was an issue across the council. The procurement service did not have the visibility to highlight which contracts were expiring however,

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assurances had been given by the Directorate Business Units this was monitored. There had been improvement within this area however, this would be a gradual improvement over time.

- The Schools Financial Services were looking at the schools deficits. During this year, the number of schools visits had been limited however, going forward there would be a remote management assurance audit where mitigation plans, predicted deficit and assumptions would be reviewed.
- Councillor Bore referred to comments made about monitoring the contract extension issues and questioned if there was a timetable (on an annual basis) of when a contract was due to expire. This should be monitored alongside executive reports as a lot of contract renewals were coming at the very last moment. Early indications should be in place ahead of when contracts expire. He added a simple charge was required from Internal Audit in order to ensure contract are renewed at appropriate times.
- It was highlighted the Travel Assist Contract was renewed six times by officers without reference to the Executive.
- It was possible for subcontracts that were due to expire to be renewed automatically. Existing providers may charge more money therefore, an efficient procurement system had to be in place to avoid this.

Upon consideration, it was:

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### **RESOLVED:-**

Audit Committee Members:

- i) Accepted the Birmingham Internal Audit Annual report 2020/21 and the annual assurance opinion for 2020/21.
- ii) That the Committee approved the 2021/22 Internal Audit Charter.
- iii) That the Committee agreed for an update on procurement contracts, process, controls and governance to be provided at a future committee.

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### **ANNUAL GOVERNANCE STATEMENT 2020/21**

The following report of the Interim Director of Council Management was submitted: -

(See document No.3)

The Assistant Director, Finance introduced the Annual Governance Statement (AGS) which formed part of the Statement of Accounts for 2020/21 and reports on the Council's internal control regime. Section 6 of the AGS includes 8 key issues for the Council which may impact on the organisation's governance arrangements.

The Assistant Director, Audit and Risk Management referred to the Directorate Business Unit Assurance Statement. A two-part proforma was sent to

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Directorate's to complete and issues were highlighted. The pandemic created financial uncertainty throughout 2020/21 and many income streams were impacted and this would extend into 2021/22.

There were some uncertainties in some areas where services continued to function i.e. around income, compensation, property valuations etc. An overview of governance issues around major projects and delivery plans were shared with members.

Members commented on the report and the Assistant Director, Audit and Risk Management responded thereto.

Key points noted from discussions;

- Issues with recruitment – This had been discussed at the previous two Audit Committees. It was difficult to recruit for professional services, legal services, finance services and planning services.
- Professional services within major projects was a very competitive and active market based on skills. Questions were raised if this was a pay issue hence the difficulty to recruit.
- Capital work and larger projects required the technical knowledge and skills which were harder to find.
- There was work taking place on the risk register via CLT – as at a previous committee the rating for the Commonwealth Games was highlighted with a view to have a tighter set of risks.
- Economy & Skills O&S had been looking at Birmingham's Assets and the lack of use. It had been suggested they should be available for third sector organisations to help during the pandemic and restored and utilised in the future.
- The Assistant Director, Audit and Risk Management noted comment on the assets however, even before the pandemic the conditions of the buildings were not good and not maintained.
- Procurement was referred to by Councillor Morrall and how assets should be brought back into use to expand on social value in the city.

At this juncture, the Chair added he would have challenged the external auditor to for their view on this.

The Assistant Director, Audit and Risk Management noted comments and highlighted the external auditors would audit this area however, an opinion would not be ready as the audit had not taken place.

The External Auditors would possibly challenge on the risk register, previous issues raised and the management of these.

Upon consideration, it was:

336

### **RESOLVED:-**

That Audit Committee

- (i) Approved the Annual Governance Statement that will be included in the 2020/21 Statement of Accounts.

- (ii) Agreed that the arrangements for the management of the items included in Section 6 will be reported to the Audit Committee during the year.
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**CIPFA FINANCIAL MANAGEMENT CODE SELF- ASSESSMENT**

The following report of the Interim Director of Council Management was submitted: -

(See document No.4)

The Assistant Director, Finance made introductory comments. She highlighted the code was introduced by CIPFA which was mandatory this year (2021/22) which supports good practise financial management and helps local authorities to demonstrate financial sustainability. The code was introduced in response to the issue raised with Northampton Council.

Birmingham City Council had gone through the standards and undertaken a self-assessment as at now. A set of actions had been drawn to improve certain areas.

The Interim Head of Financial Strategy added that CIPFA had developed a set of principles and standards to undertake a self-assessment against and these could act as a benchmark for Audit Committee to refer to. This was to ensure good financial management was embedded across the organisation. Overall, the self-assessment was given a 'green' rag rating.

With regards reporting of the financial position a quarterly update is provided to Cabinet as well as a monthly update to Overview & Scrutiny.

The identified actions included further work and training to take place throughout the year, in particular alongside ERP implementation, with budget holders to ensure they were aware of these requirements. In terms of the budget, there is an identified structural deficit going forward which would be addressed over the next few years.

Members commented on the report and the Interim Head of Financial Strategy responded thereto.

Key points noted from discussions;

- RAG ratings – 'ambers' listed in the document. Members questioned if the council were struggling on these areas. The Interim Head of Financial Strategy noted comments and highlighted the Green book had been followed. The 'amber' rating indicated the project management (PMO) would be strengthened over the next 12 months as there was further work to be done. Members may wish to refer to the evidence behind these ratings.
- Officers were responsible to highlight issues to members so that matters can be addressed.
- Members thought this was a good checklist to test the council against, however, felt too much weight should not be given on this as this was a self-assessment. Councils could give themselves a 'green' rating on

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areas. This self-assessment was substantively 'green' with some 'ambers' however, the onus was on the officers to highlight focus on important issues.

Upon consideration, it was:

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### **RESOLVED:-**

That Audit Committee

- (i) Noted the requirements of the CIPFA Financial Management Code.
- (ii) Noted the results of the self-assessment and action being taken.
- (iii) Noted that the self-assessment will be refreshed annually and reported to Members.

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### **DRAFT STATEMENT OF ACCOUNTS 2020/21 PROCESS & TIMINGS BRIEFING**

The following report and presentation of the Interim Director of Council Management was submitted: -

(See document No.5)

The Assistant Director, Finance made introductory comments and explained the format and the contents of the account were statutory and set by legislation.

The Interim Head of Financial Strategy referred to the presentation shared. He highlighted the process in which the Audit Committee would be engaged upon. These were noted as:

- Draft Unaudited Statement of Accounts issued to Audit Committee
- Short accompanying Briefing (this document) to highlight key messages and help Members navigate the accounts
- Briefings offered during July to explain the Statement of Accounts and offer the chance for questions to be raised and addressed.
- Discussion at July Audit Committee
- Unaudited Accounts to be issued by the Responsible Financial Officer by 1 July 2021
- Public Inspection and audit to start immediately after that
- Audit expected to be complete in Sept/Oct when Statement of Accounts will be finalised

Furthermore, he gave an overview on the key areas of focus. He highlighted there was a range of estimates included within the accounts. A note had been made to explain where the estimation had taken place and assurance of the adequacy of the estimation. A paper shared at the March Committee explained how the estimation, governance and assurance would take place.

The 2020/21 draft Statement of Accounts indicated:

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- A large pension liability - the liability had increased by £617m (This is net of 2-year prepayment so would be £850m).

### Assets : +£1007mn (£1.07bn)

Asset Values +£727m  
Employer Contribution: £382m)

### Liabilities: - £1695m (£1.69bn)

Actuarial changes: £1659m  
Benefits earned: - £296m  
Benefits paid: +£200m

- A summary of the balance sheet was shared with members.

A detailed briefing would be arranged to allow members to raise questions on the accounts.

Upon consideration, it was:

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### RESOLVED:-

That Audit Committee

- Noted the legislative requirements and proposed review, publication and approvals timetable for both the draft and audited Statement of Accounts.
- Noted the proposed briefing timescales offered to the Committee.
- A further briefing session to be arranged for members on the Draft Statement of Accounts 2020/21.

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## AUDIT FINDINGS REPORT UPDATE

The following report of the Interim Director of Council Management was submitted: -

(See document No.6)

The Interim Head of Financial Strategy highlighted this report is shared with the committee on a quarterly basis.

Upon consideration, it was:

339

### RESOLVED:-

That the Audit Committee noted the updates on progress in implementing action to meet the recommendations of the External Auditor's Audit Findings Report.

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**SCHEDULE OF OUTSTANDING MINUTES**

340 Members were provided with updates to the outstanding actions.

**Minute 260 25/11/2020 – Independent Advisor to Audit Committee  
Additional Recommendation:**

iii) Agreed to receive further updates on the progress of the work on the Independent Advisor role. This would be provided at a future Committee.

**The Chair notified the committee, Councillor Jenkins and Councillor Tilsley had conducted a series of interviews. Following a formal process, an advisor was selected. All BCC Gateways for procurement had been successfully completed and the final paperwork was being completed with the agency.**

**Andrew Hardingham will start his contract on 17<sup>th</sup> July.**

**All political groups would have access to Andrew through the Chair.**

**Minute 279 26/01/2021 - Assurance Session – Cabinet Member for  
Children’s Wellbeing Portfolio  
Additional Recommendation:**

iv) The Council’s Transformation Programme to be shared at a future Committee.

**To be shared at a future committee.**

**Minute 305 30/03/2021 – Informing the Audit Risk Assessment – Group  
Company Governance  
Additional Recommendation:**

ii) Noted for an information briefing to be arranged on the Group Company Governance. Information on the scale of the BCC subsidiaries and any guarantees given to be provided to Members.

**27<sup>th</sup> and 29<sup>th</sup> July have been shared with members. All responses to be sent to the Committee Manager to finalise a date.**

**Minute 307 30/03/21 – External Auditors – Audit Plan 2020 - 21  
Additional Recommendation:**

ii) The External Auditors to provide the Audit Committee details of the fees charged to BCC for 2020-21.

**Minutes of 27<sup>th</sup> April 2021 approved therefore this action was noted as completed and discharged.**

**Minute 318 27/04/2021 – Risk Management Update  
Additional Recommendations:**

iii) A formal statement to be provided to the Audit Committee around the reason to the rating of the risks related to the Commonwealth Games.

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iv) The Chair of the Commonwealth Games (CWG) Audit Committee to be invited at a future meeting to discuss Birmingham City Council elements of the CWG.

**Further information would be provided at a future Committee.**

**Minute 325 27/04/21 - Other urgent business - Independent Advisor process**

Members of opposition groups to nominate a member of their political group to participate in the independent advisor interviews.

**Members from Conservative and Liberal Democrat Group were nominated. Interviews took place week beginning 7<sup>th</sup> June. Completed & discharged.**

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341 **DATES OF MEETINGS 2021/2022**

The following schedule of Meetings was noted:-

Meetings will be taking place at 1400 hours in the Birmingham & Midlands Institute.

<b>2021</b>	<b>2022</b>
Tuesday 29 June	Tuesday 25 January
Monday 26 July	Tuesday 15 February
Tuesday 28 September	Tuesday 29 March
Tuesday 19 October	Tuesday 26 April
Monday 29 November	

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342 **OTHER URGENT BUSINESS**

**RESOLVED: -**

No other urgent business was raised.

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**AUTHORITY TO CHAIRMAN AND OFFICERS**

343 **RESOLVED:-**

That in an urgent situation between meetings the Chair, jointly with the relevant Chief Officer, has authority to act on behalf of the Committee

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The meeting ended at 1605 hours.

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CHAIR