

# Tendring District Council



## Record of Officer's Decision

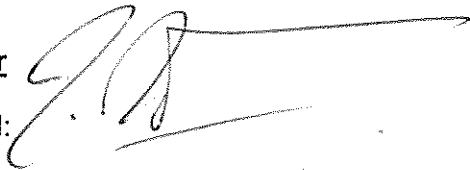
### The Openness of Local Government Bodies Regulations 2014 and the Local Authorities (Executive Arrangements) (Meetings and Access to Information) (England) Regulations 2012

Date of Decisions:	26 March 2020
Decision Maker (Officer):	Ian Davidson, Chief Executive
Authority for Delegated Decision (Cabinet/Committee Decision or Scheme of Delegation – provide reference):	Schedule 2 [Responsibility for Council (Non-Executive) Functions] of Part 3 (Scheme of Delegated Powers) of the Constitution authorises the Chief Executive (under General Matters Principle No.6) to deal with any matter on exceptional grounds of urgency, following consultation with the Chairman (or failing them the Vice-Chairman) of the Council or Committee, as appropriate.
Identify which Portfolio Holder(s)/Committee Chairman etc. consulted?	Chairman of the Audit Committee (Councillor Alan Coley)
Ward Member(s) consulted?	Not Applicable – though all Members of the Audit Committee were emailed a copy of the relevant Officer reports and had the opportunity to express their views.
Is it a Key Decision?	Not Applicable as these decisions relate to a Non-Executive Function.
Is it subject to call-in?	Not Applicable as these decisions relate to a Non-Executive Function.
Decisions Made:	<p><b><u>Internal Audit Plan 2020/21 (A.1)</u></b></p> <p>(a) That the Internal Audit Plan for 2020/21 be considered and approved; and</p> <p>(b) That the existing arrangements for updating the Plan during the year, when necessary, in order to reflect changing Authority activity and operational needs and to provide flexibility of service delivery, be continued, with significant amendments to be reported to the Audit Committee, as part of the periodic Internal Audit reporting arrangements.</p>

	<p><b><u>Internal Audit Periodic Update: December 2019 to February 2020 (A.2)</u></b></p> <p>That the progress to date on the Internal Audit Plan 2019/20 be noted.</p> <p><b><u>External Auditor's Audit Planning Report for the Year Ended 31 March 2020 (A.3)</u></b></p> <p>That the External Auditor's Audit Planning Report for the year ended 31 March 2020 be agreed.</p> <p><b><u>Anti-Fraud and Corruption Strategy (A.4)</u></b></p> <p>(a) That the amended Anti-Fraud and Corruption Strategy be approved; and</p> <p>(b) That the Head of Democratic Services &amp; Elections be requested to consider including training for Members on anti-fraud and corruption measures as part of the Councillor Development Scheme.</p> <p><b><u>Table of Outstanding Issues (A.5)</u></b></p> <p>That the progress made against the actions set out in Appendices A and B to the Officer report be noted.</p> <p><b><u>Audit Committee Work Programme 2020/21 (A.6)</u></b></p> <p>(a) That the Audit Committee's Work Programme for 2020/21 be approved; and</p> <p>(b) That at an appropriate time in the future an audit be carried out in relation to the effectiveness of the Council's response to the Coronavirus public health emergency.</p> <p><b><u>Risk Based Verification Policy (B.1)</u></b></p> <p>That following the annual review for 2019/20, the Risk Based Verification Policy, as set out in Appendix A to the Officer report, be approved.</p>
<p><b>Reason for Decision (if a report was produced to support the Decision, refer to or attach it):</b></p>	<p>In order to enable decisions to be made on the Officer reports given that the meeting of the Audit Committee due to have been held on 26 March 2020 was cancelled as a result of the Covid-19 public health emergency.</p>

<p>Highlight any associated risks/finance/legal/equality considerations:</p>	<p>None</p>														
<p>Details of any Alternative Options Considered and rejected (together with reasons):</p>	<p>Not to approve the Officer recommendations contained in the reports.</p>														
<p>Details of any declarations of interest (by Portfolio Holder/Committee Chairman who was consulted by the officer, which related to the decision)</p> <p>If relevant, a note of the dispensation granted by the Monitoring Officer:</p>	<p>None</p>														
<p>Reason Decision, or supporting Report, is not published:</p> <p><i>Tick one or more of the specific exemptions,</i></p> <p><b><i>and</i></b></p> <p><i>Give more information in the final box with regards to why the exemption applies and outweighs the public interest test (which is in favour of disclosure).</i></p>	<p>✓ Not applicable – Decision [and report] to be published</p> <p>If Report is not to be published – tick one of the following boxes:</p> <table border="1"> <tr> <td data-bbox="563 1234 619 1312"></td> <td data-bbox="619 1234 1361 1312">The report supporting the Decision contains confidential information</td> </tr> <tr> <td data-bbox="563 1312 619 1424"></td> <td data-bbox="619 1312 1361 1424">The Report supporting the Decision falls within an exemption pursuant to Schedule 12A of the Local Government Act 1972 Information:</td> </tr> <tr> <td data-bbox="563 1424 619 1464"></td> <td data-bbox="619 1424 1361 1464"> <ul style="list-style-type: none"> <li>• Relates to an individual</li> </ul> </td> </tr> <tr> <td data-bbox="563 1464 619 1505"></td> <td data-bbox="619 1464 1361 1505"> <ul style="list-style-type: none"> <li>• Likely to reveal the identity of an individual</li> </ul> </td> </tr> <tr> <td data-bbox="563 1505 619 1617"></td> <td data-bbox="619 1505 1361 1617"> <ul style="list-style-type: none"> <li>• Relating to financial or business affairs of a person or organisation</li> </ul> </td> </tr> <tr> <td data-bbox="563 1617 619 1729"></td> <td data-bbox="619 1617 1361 1729"> <ul style="list-style-type: none"> <li>• Relates to a claim for legal professional privilege in legal proceedings</li> </ul> </td> </tr> <tr> <td data-bbox="563 1729 619 1948"></td> <td data-bbox="619 1729 1361 1948"> <ul style="list-style-type: none"> <li>• Reveals that the Council proposes to give under any enactment a notice under or by virtue of which requirements are imposed on a person; or to make an order or direction under any enactment</li> </ul> </td> </tr> </table>		The report supporting the Decision contains confidential information		The Report supporting the Decision falls within an exemption pursuant to Schedule 12A of the Local Government Act 1972 Information:		<ul style="list-style-type: none"> <li>• Relates to an individual</li> </ul>		<ul style="list-style-type: none"> <li>• Likely to reveal the identity of an individual</li> </ul>		<ul style="list-style-type: none"> <li>• Relating to financial or business affairs of a person or organisation</li> </ul>		<ul style="list-style-type: none"> <li>• Relates to a claim for legal professional privilege in legal proceedings</li> </ul>		<ul style="list-style-type: none"> <li>• Reveals that the Council proposes to give under any enactment a notice under or by virtue of which requirements are imposed on a person; or to make an order or direction under any enactment</li> </ul>
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	<ul style="list-style-type: none"> <li>• Relating to any action taken or to be taken in connection with the prevention, investigation or prosecution of crime</li> </ul>
	<p><u>And</u> is exempt if and so long, as in all the circumstances of the case, the public interest in maintaining the exemption outweighs the public interest in disclosing the information</p> <p>Reasons: [insert]</p>

**Officer** 

Signed: **Chief Executive**

**In consultation with:**

Signed: Councillor Alan Coley **Chairman of the Audit Committee**

Signed: Richard Barrett **Section 151 Officer (if required)**

Signed: **Monitoring Officer (if required)**

**Dated:**