

Item requested by Councillor Chris Perkin- Internal Control

Agenda Item Finance Strategy and Management Committee - February

Motion: Councillors are requested to confirm the attached form will be used going forward to record the areas covered on an internal check and note any areas which omitted from any specific internal check.

The document provided is the report which will be completed for each review. This document is based on the areas checked on an internal audit and derived from the financial regulations under which Town Councils currently operate. Not all areas will be covered on an internal check, that process is the function of the Internal audit carried out for Biddulph Town Council by Elizabeth Thompson at the last audit in June 2020.

The purpose of presenting this at the finance strategy and management committee is to show best practice in having the format formally approved. Also, by doing this we are acknowledging that any Councillor, who believes they have an area of risk which should be prioritised, can request an area to be examined directly with a Councillor who is a nominated internal checker. Currently Councillors Hawley and Perkin. The first page of the 'Internal Check Report' has a section for this to be recorded. As the standard, following previous years, Cllr Hawley and /or Cllr Perkin will review the process at their discretion in line with Financial Regulations and Standing Orders.