

## SWT Special Audit and Governance Committee

Monday, 27th September, 2021,  
6.15 pm

The logo for Somerset West and Taunton, featuring the text "Somerset West and Taunton" in white on a teal background with a white curved graphic element at the bottom right.

The John Meikle Room - The Deane House

[SWT MEETING WEBCAST LINK](#)

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**Members:** Lee Baker (Chair), Ed Firmin (Vice-Chair), Simon Coles, Hugh Davies, Dawn Johnson, Janet Lloyd, Andy Milne, Martin Peters, Steven Pugsley, Terry Venner and Sarah Wakefield

### Agenda

**1. Apologies**

To receive any apologies for absence.

**2. Declarations of Interest**

To receive and note any declarations of disclosable pecuniary or prejudicial or personal interests in respect of any matters included on the agenda for consideration at this meeting.

(The personal interests of Councillors and Clerks of Somerset County Council, Town or Parish Councils and other Local Authorities will automatically be recorded in the minutes.)

**3. Public Participation**

The Chair to advise the Committee of any items on which members of the public have requested to speak and advise those members of the public present of the details of the Council's public participation scheme.

For those members of the public who have submitted any questions or statements, please note, a three minute time limit applies to each speaker and you will be asked to speak before Councillors debate the issue.

**Temporary measures during the Coronavirus Pandemic**

Due to the temporary legislation (within the Coronavirus Act 2020, which allowed for use of virtual meetings) coming to an

end on 6 May 2021, the council's committee meetings will now take place in the office buildings within the John Meikle Meeting Room at the Deane House, Belvedere Road, Taunton. Unfortunately due to capacity requirements, the Chamber at West Somerset House is not able to be used at this current moment.

Following the Government guidance on measures to reduce the transmission of coronavirus (COVID-19), the council meeting rooms will have very limited capacity. With this in mind, we will only be allowing those members of the public who have registered to speak to attend the meetings in person in the office buildings, if they wish (we will still be offering to those members of the public that are not comfortable in attending, for their statements to be read out by a Governance and Democracy Case Manager). Please can we urge all members of the public who are only interested in listening to the debate to view our live webcasts from the safety of their own home to help prevent the transmission of coronavirus (COVID-19).

**4. Financial Management Code Compliance and Self-Assessment**

(Pages 5 - 22)

This matter is the responsibility of the Executive Councillor for Corporate Resources, Councillor Ross Henley.

Report Author: Sian Hedger –  
Interim Strategic Finance Advisor

The following report contains an assessment of the Council's compliance against the 17 Financial Management Standards within the Financial Management Code.

**5. Annual Governance Statement 2020/21**

(Pages 23 - 52)

This matter is the responsibility of the Leader of the Council, Councillor Federica Smith-Roberts.

Report Author: Amy Tregellas, Governance Manager

The purpose of the report is to present the Committee with the finalised Annual Governance Statement 2020/21 (Appendix A) and accompanying Action Plan (Appendix B).

**6. Somerset West and Taunton Council Audit Findings Report 2020/21**

(Pages 53 - 98)

This matter is the responsibility of Executive Councillor for Corporate Resources, Councillor Ross Henley.

Report Author: John Dyson, Corporate Finance Manager (Interim) and Jackson Murray, Grant Thornton

This covering report introduces the annual report of our external auditor Grant Thornton UK LLP outlining their findings from the audit of the 2020/21 Statement of Accounts for Somerset West and Taunton Council (SWTC), and of the arrangements in place to secure Value for Money.

**7. Assessment of Going Concern for 2020/21 Accounts**

(Pages 99 - 108)

This matter is the responsibility of Executive Councillor for Corporate Resources, Councillor Ross Henley.

Report Author: Paul Fitzgerald, Assistant Director – Finance (S151 Officer)

The purpose of the report is to inform the Audit and Governance Committee of the Assistant Director Finance (S151 Officer)'s assessment of Somerset West and Taunton Council as a "going concern" for the purposes of producing the Statement of Accounts for 2020/21.

**8. Somerset West and Taunton Council Statement of Accounts 2020-21**

(Pages 109 - 120)

This matter is the responsibility of Executive Councillor for Corporate Resources, Councillor Ross Henley.

Report Author: John Dyson, Corporate Finance Manager (Interim)

The Statement of Accounts for 2020/21 is required to be approved by the Audit and Governance Committee prior to being signed by the Council's Assistant Director – Finance (s151 Officer) and the Chair of the Audit and Governance Committee.



**JAMES HASSETT**  
**CHIEF EXECUTIVE**

Please note that this meeting will be recorded. You should be aware that the Council is a Data Controller under the Data Protection Act 2018. Data collected during the recording will be retained in accordance with the Council's policy. Therefore unless you are advised otherwise, by taking part in the Council Meeting during Public Participation you are consenting to being recorded and to the possible use of the sound recording for access via the website or for training purposes. If you have any queries regarding this please contact the officer as detailed above.

Following Government guidance on measures to reduce the transmission of coronavirus (COVID-19), we will be live webcasting our committee meetings and you are welcome to view and listen to the discussion. The link to each webcast will be available on the meeting webpage, but you can also access them on the [Somerset West and Taunton webcasting website](#).

If you would like to ask a question or speak at a meeting, you will need to submit your request to a member of the Governance Team in advance of the meeting. You can request to speak at a Council meeting by emailing your full name, the agenda item and your question to the Governance Team using [governance@somersetwestandtaunton.gov.uk](mailto:governance@somersetwestandtaunton.gov.uk)

Any requests need to be received by 4pm on the day that provides 2 clear working days before the meeting (excluding the day of the meeting itself). For example, if the meeting is due to take place on a Tuesday, requests need to be received by 4pm on the Thursday prior to the meeting.

The Governance and Democracy Case Manager will take the details of your question or speech and will distribute them to the Committee prior to the meeting. The Chair will then invite you to speak at the beginning of the meeting under the agenda item Public Question Time, but speaking is limited to three minutes per person in an overall period of 15 minutes and you can only speak to the Committee once. If there are a group of people attending to speak about a particular item then a representative should be chosen to speak on behalf of the group.

Please see below for Temporary Measures during Coronavirus Pandemic and the changes we are making to public participation:-

Due to the temporary legislation (within the Coronavirus Act 2020, which allowed for use of virtual meetings) coming to an end on 6 May 2021, the council's committee meetings will now take place in the office buildings within the John Meikle Meeting Room at the Deane House, Belvedere Road, Taunton. Unfortunately due to capacity requirements, the Chamber at West Somerset House is not able to be used at this current moment.

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Full Council, Executive, and Committee agendas, reports and minutes are available on our website: [www.somersetwestandtaunton.gov.uk](http://www.somersetwestandtaunton.gov.uk)

For further information about the meeting, please contact the Governance and Democracy Team via email: [governance@somersetwestandtaunton.gov.uk](mailto:governance@somersetwestandtaunton.gov.uk)

If you would like an agenda, a report or the minutes of a meeting translated into another language or into Braille, large print, audio tape or CD, please email: [governance@somersetwestandtaunton.gov.uk](mailto:governance@somersetwestandtaunton.gov.uk)