

# Transport for the North – Audit and Governance Committee Agenda

**Meeting:** Transport for the North Audit and Governance Committee  
**Date:** Friday 12 June 2020, 11:00am - 2:00pm  
**Venue:** MS Teams remote meeting  
**Details:** Live Feed via:  
<https://transportfornorth.com/calendar/audit-governance-committee-meeting-jun-2020/>

## Attendees:

|                                |                              |
|--------------------------------|------------------------------|
| Chris Melling (Chair)          | Independent Member           |
| Cllr Keith Little (Vice-Chair) | Cumbria County Council       |
| Cllr Simon Blackburn           | Blackpool Council            |
| Kevin Brady                    | Independent Member           |
| David Pevalin                  | Independent Member           |
| Cllr Chris Brewis              | Lincolnshire County Council  |
| Cllr Liam Robinson             | Liverpool City Region        |
| Cllr Mark Winnington           | Staffordshire County Council |

## Invitees:

|                  |                                    |
|------------------|------------------------------------|
| Campbell Dearden | External Audit, Mazars             |
| Karen Murray     | External Audit, Mazars             |
| Alex Hire        | Internal Audit, RSM UK             |
| Lisa Randall     | Internal Audit, RSM UK             |
| Margaret Jackson | Observer, Department for Transport |
| Megan Bradley    | Observer, Department for Transport |

## Officers:

|                |                                         |
|----------------|-----------------------------------------|
| Gary Rich      | Democratic Services Officer             |
| Iain Craven    | Finance Director                        |
| Gareth Sutton  | Financial Controller (leaving 19.06.20) |
| Paul Kelly     | Financial Controller                    |
| Julie Openshaw | Head of Legal                           |
| James Lyon     | Legal Assistant (Minutes)               |
| Haddy Njie     | Risk Manager                            |
| Deborah Dimock | Solicitor                               |

| Nr         | Agenda Item                                     | Sponsor |
|------------|-------------------------------------------------|---------|
| <b>1.0</b> | <b>Welcome and Apologies</b>                    | Chair   |
|            | The Chairman to welcome members to the meeting. |         |



|             |                                                                                                                                                                                                                                                                                                  |       |
|-------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------|
| <b>2.0</b>  | <b>Declarations of Interest (V)</b>                                                                                                                                                                                                                                                              | Chair |
|             | Members are required to declare any personal, prejudicial or disclosable pecuniary interest they may have relating to items on the agenda and state the nature of such interest.                                                                                                                 |       |
| <b>3.0</b>  | <b>Minutes from the Previous Committee (R)</b>                                                                                                                                                                                                                                                   | Chair |
|             | To approve as a correct record the Minutes of the meeting of the Audit & Governance Committee held on 28 February 2020.                                                                                                                                                                          |       |
| <b>4.0</b>  | <b>Monthly Operating Report (R)</b>                                                                                                                                                                                                                                                              | IC    |
|             | To provide the Committee with TfN's Monthly Operating Report for April 2020.                                                                                                                                                                                                                     |       |
| <b>5.0</b>  | <b>Covid-19 Update (P)</b>                                                                                                                                                                                                                                                                       | IC    |
|             | To update the Committee on the impact of Covid-19 on TfN's operations.                                                                                                                                                                                                                           |       |
| <b>6.0</b>  | <b>Year End Statutory Accounts (P)</b>                                                                                                                                                                                                                                                           | GS    |
|             | To note the progress made on the production of the Annual Statement of Accounts and external audit process.                                                                                                                                                                                      |       |
| <b>7.0</b>  | <b>Acceptance of the Annual Governance Statement (R)</b>                                                                                                                                                                                                                                         | DD    |
|             | To review the revised Annual Governance Statement and recommend its approval to the TfN Board.                                                                                                                                                                                                   |       |
| <b>8.0</b>  | <b>External Audit – Progress Report (R)</b>                                                                                                                                                                                                                                                      | KM    |
|             | To consider and note the report from External Audit.                                                                                                                                                                                                                                             |       |
| <b>9.0</b>  | <b>Internal Audit Reports (R)</b>                                                                                                                                                                                                                                                                | LR/SM |
|             | To consider the following reports from Internal Audit: <ul style="list-style-type: none"> <li>a) Internal Audit Progress Report</li> <li>b) Follow Up Report (7.19/20)</li> <li>c) Risk Management Deep Dive Revised Final Report (1.20/21)</li> <li>d) Annual Report Summary 2019/20</li> </ul> |       |
| <b>10.0</b> | <b>Draft Corporate Risk Register Report (R)</b>                                                                                                                                                                                                                                                  | HN    |

|             |                                                                                                                                                                                                                                                 |       |
|-------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------|
|             | To consider and approve the draft register report from the Risk Manager in relation to TfN Corporate Risks in advance of TfN Board on 27 July 2020.                                                                                             |       |
| <b>11.0</b> | <b>Next Committee Dates (V)</b>                                                                                                                                                                                                                 | Chair |
|             | <p>To note that the next Committee will take place on Thursday 16 July 2020 from 11am-2pm, via remote meeting.</p> <p>Proposed further dates:<br/> Thursday 24 September 2020<br/> Thursday 19 November 2020<br/> Thursday 18 February 2021</p> |       |
| <b>12.0</b> | <b>Any Other Business</b>                                                                                                                                                                                                                       | All   |
|             |                                                                                                                                                                                                                                                 |       |

R = Report; P = Presentation; V = Verbal