STATEMENT OF INTERNAL CONTROL AND RISK MANAGEMENT

Dalton with Newton Town Council

1. Introduction Dalton with Newton Town Council is committed to ensuring that it has a sound system of internal control that facilitates the effective exercise of its functions and the management of risk.

2. Scope of Internal Control The system of internal control is designed to safeguard the council's assets, ensure proper financial reporting, and mitigate risks associated with its operations. This includes:

- Compliance with legal and regulatory requirements
- Proper financial management and reporting
- Effective administration of council activities
- Prevention and detection of fraud and corruption

3. Financial Controls To maintain financial integrity, the council will adhere to the following measures:

- Monthly bank reconciliations reviewed by the Responsible Financial Officer (RFO) and approved by the Council
- Regular budget monitoring and reporting
- Proper authorisation of payments and procurement
- Annual review of financial policies and regulations
- External and internal audit procedures in accordance with the Accounts and Audit Regulations

4. Risk Management The Council recognises the importance of identifying and managing risks that may impact its operations. It will:

- Conduct an annual risk assessment of council activities, assets, and financial exposure
- Maintain an up-to-date risk register with identified risks, their impact, and mitigation strategies
- Ensure adequate insurance cover for public liability, employer liability, and asset protection
- Regularly review and update risk management policies

5. Governance and Decision-Making The Council ensures transparency and accountability by:

- Adhering to the Code of Conduct and Standing Orders
- Holding regular meetings with properly recorded minutes
- Encouraging public participation and consultation in decision-making
- Ensuring that all councillors and staff receive appropriate training

6. Internal and External Audit The Council's internal controls are reviewed annually through:

- An independent internal audit
- Compliance checks by the external auditor as part of the Annual Governance and Accountability Return (AGAR)
- Addressing any audit recommendations promptly

7. Review and Monitoring This statement will be reviewed annually and updated as necessary to reflect changes in legislation, financial procedures, or identified risks.

Adopted by Dalton with Newton Town Council on: .....

Signed: _____

Chair of the Council

Signed: _____C Stainton_____
Responsible Financial Officer

Minute Number