

<b>Meeting</b>	Policy & Finance Committee
<b>Date</b>	19 <sup>th</sup> January 2021
<b>Report Title</b>	Internal Controls
<b>Agenda Reference</b>	14
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### Officer's Recommendation

To form a working party to implement additional quarterly internal financial controls.

### Background

To further develop and improve the Council's financial internal system it is advisable for regular (quarterly) checks to be put in place. It is proposed a small working party is formed to assess the internal controls of the Council once a quarter; covering things such as ensuring payments and salaries made have been signed off properly.