

Tuesday, 16 July 2024

**AUDIT COMMITTEE**

A meeting of **Audit Committee** will be held on

**Wednesday, 24 July 2024**

commencing at **2.00 pm**

The meeting will be held in the Banking Hall, Castle Circus entrance on the left corner of the Town Hall, Castle Circus, Torquay, TQ1 3DR

**Members of the Audit Committee**

Councillor Brook (Chairman)

Councillor Fellows (Vice-Chair)

Councillor Hutchings

Councillor Long

Councillor Maddison

Councillor Penny

**Co-opted Members of the Audit Committee**

Kristian Hawkes

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**A Healthy, Happy and Prosperous Torbay**

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**Lisa Antrobus, Town Hall, Castle Circus, Torquay, TQ1 3DR**

Email: [governance.support@torbay.gov.uk](mailto:governance.support@torbay.gov.uk) - [www.torbay.gov.uk](http://www.torbay.gov.uk)

# AUDIT COMMITTEE AGENDA

1. **Apologies**  
To receive any apologies for absence, including notifications of any changes to the membership of the Committee.
2. **Minutes** (Pages 5 - 8)  
To confirm as a correct record the Minutes of the meeting of the Audit Committee held on 27 March 2024.
3. **Declarations of interests**
- 3(a) **To receive declarations of non pecuniary interests in respect of items on this agenda**  
**For reference:** Having declared their non pecuniary interest members may remain in the meeting and speak and, vote on the matter in question. A completed disclosure of interests form should be returned to the Clerk before the conclusion of the meeting.
- 3(b) **To receive declarations of disclosable pecuniary interests in respect of items on this agenda**  
**For reference:** Where a Member has a disclosable pecuniary interest he/she must leave the meeting during consideration of the item. However, the Member may remain in the meeting to make representations, answer questions or give evidence if the public have a right to do so, but having done so the Member must then immediately leave the meeting, may not vote and must not improperly seek to influence the outcome of the matter. A completed disclosure of interests form should be returned to the Clerk before the conclusion of the meeting.  
  
(**Please Note:** If Members and Officers wish to seek advice on any potential interests they may have, they should contact Governance Support or Legal Services prior to the meeting.)
4. **Urgent Items**  
To consider any other items that the Chairman decides are urgent.
5. **Terms of Reference** (Pages 9 - 10)  
To note the Audit Committee's Terms of Reference as approved by Adjourned Annual Council on 20 June 2024.
6. **2021/22 Torbay Council Audit Findings Report** (To Follow)  
To consider a report on the above.
7. **2021/22 Statement of Accounts including Annual Governance Statement** (To Follow)  
To consider a report that seeks approval of the Council's Statement of Accounts for 2021/22.

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| <b>8.</b>  | <b>2023/2024 External Audit Plan</b><br>To consider a report on the above.  | (To Follow)       |
| <b>9.</b>  | <b>Annual Audit Report 2023/24</b><br>To consider a report that reviews work undertaken in 2023-24 and provides the opinion of Internal Audit on the overall adequacy and effectiveness of the Authority's internal control environment.  | (Pages 11 - 36)   |
| <b>10.</b> | <b>Annual Governance Statement 2023/24</b><br>To consider a report that provides the opportunity for the Council to review its processes, controls and objectives and to provide assurance to Members, Senior Officers and stakeholders as to the reliability of its Statement of Accounts and the probity of its operations. | (Pages 37 - 68)   |
| <b>11.</b> | <b>Treasury Management Outturn 2023/24 Report</b><br>To consider an annual report on the treasury management activities undertaken during the year 2023/24.   | (Pages 69 - 90)   |
| <b>12.</b> | <b>Risk Management Update</b><br>To consider an update on the Council's current risk position and overall risk management arrangements.   | (Pages 91 - 102)  |
| <b>13.</b> | <b>Risk Assurance Report for Our Integrated Adult Social Care Services</b><br>To consider a report on the above.  | (Pages 103 - 120) |
| <b>14.</b> | <b>Performance Update: Collection of Council Tax &amp; Non-Domestic Rates</b><br>To consider a report regarding the collection of Council Tax, Non-Domestic Rates and corporate debt.   | (Pages 121 - 126) |
| <b>15.</b> | <b>Counter Fraud and Error Update</b><br>To consider a report on counter fraud activity undertaken for the period of 1 April 2023 to 31 March 2024.   | (Pages 127 - 134) |
| <b>16.</b> | <b>Counter Fraud Plan</b><br>To consider a report that sets out the current and future Counter Fraud plans supporting delivery of the Counter Fraud and Corruption Policy.  | (Pages 135 - 138) |
| <b>17.</b> | <b>Audit Committee Assessment Introduction and Scope 2024-25</b><br>To consider a report on the above.  | (Pages 139 - 142) |
| <b>18.</b> | <b>Work Programme</b><br>To note the Audit Committee's work programme.  | (Pages 143 - 144) |