

Meeting: Audit Committee

Date: 26 March 2025

Wards affected: All

Report Title: Audit Committee Annual Report 2024/2025

When does the decision need to be implemented? Not applicable

Director Contact Details: Malcolm Coe, Director of Finance, Malcolm.coe@torbay.gov.uk

1. Purpose of Report

- 1.1. To review the draft Audit Committee's Annual Report which is recommended to be published annually in line with CIPFA 2022 Position Statement.
- 1.2. Due to this being a new report, committee member input is required in respect of the format and content in order that the report can be finalised.

2. Reason for Proposal and its benefits

- 2.1. The reasons for the proposal, and need for the decision are, to comply with CIPFA's Position Statement: Audit Committees in Local Authorities and Police 2022.

3. Recommendation(s) / Proposed Decision

- 3.1. That delegated authority be given to the Director of Finance in consultation with the Chairman of the Audit Committee to finalise the Audit Committee's Annual Report for 2024/2025 prior to its submission to Council.

4. Appendices

Appendix 1: Draft Audit Committee Annual Report 2024/2025

5. Background Documents

- CIPFA's Position Statement: Audit Committees in Local Authorities and Police 2022
- Audit Committee Self Assessment (CIPFA Guidance) 2024/25

Supporting Information

6. Introduction

- 6.1. In November 2024 the Audit Committee undertook a self-assessment facilitated by Devon Assurance Partnership, to seek reassurance of compliance with CIPFA's 2022 Position Statement, it states 'CIPFA expects that all local government bodies should make their best efforts to adopt the principles, aiming for effective audit committee arrangements. This will enable those bodies to meet their statutory responsibilities for governance and internal control arrangements, financial management, financial reporting and internal audit.'
- 6.2. One of the areas identified as a medium impact was the lack of publication of an annual report. The Audit Committee should report annually on how the committee has complied with the position statement, discharged its responsibilities, and include an assessment of its performance.
- 6.3. To seek compliance, an initial draft of an Annual Report has been developed by Officers as set out in Appendix 1. Input is sought from the Audit Committee as to whether they consider the content and format to be sufficient to demonstrate that expected of the annual report as set out in paragraph 6.2 above.

7. Options under consideration

- 7.1. Option 1 produce an Annual Report.
- 7.2. Option 2 do not produce an Annual Report, this option was discounted. The purpose of undertaking the self-assessment was to identify areas of non-compliance with CIPFA's Position Statement: Audit Committees in Local Authorities and Police 2022. To not undertake an Annual Report undermines compliance with the position statement.

8. Financial Opportunities and Implications

- 8.1. None

9. Legal Implications

- 9.1. None

10. Engagement and Consultation

- 10.1. None

11. Procurement Implications

- 11.1. None

12. Protecting our naturally inspiring Bay and tackling Climate Change

12.1. None

13. Associated Risks

13.1. None