



AUDIT COMMITTEE

DATE: Thursday, 27 September 2018
TIME: 7.30 pm
VENUE: Council Chamber, Council Offices,
Thorpe Road, Weeley, CO16 9AJ

MEMBERSHIP:

Councillor Coley (Chairman)	Councillor Hones
Councillor Poonian (Vice-Chairman)	Councillor Scott
Councillor Alexander	Councillor Yallop
Councillor Bray	

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Meeting papers can be provided, on request, in large print, in Braille, or on disc, tape, or in other languages.

For further details and general enquiries about this meeting, contact Ian Ford on 01255 686584.

DATE OF PUBLICATION: Wednesday, 19 September, 2018

AGENDA

1 Apologies for Absence and Substitutions

The Committee is asked to note any apologies for absence and substitutions received from Members.

2 Minutes of the Last Meeting (Pages 1 - 8)

To confirm and sign as a correct record, the minutes of the last meeting of the Committee, held on 26 July 2018.

3 Declarations of Interest

Councillors are invited to declare any Disclosable Pecuniary Interests or Personal Interest, and the nature of it, in relation to any item on the agenda.

4 Questions on Notice pursuant to Council Procedure Rule 37

Subject to providing two working days' notice, a Member of the Committee may ask the Chairman of the Committee a question on any matter in relation to which the Council has powers or duties which affect the Tendring District **and** which falls within the terms of reference of the Committee.

5 Report of the Audit and Governance Manager - A.1 - Periodic Report on Internal Audit - July - August 2018 and Updated Internal Audit Charter (Pages 9 - 28)

To provide the Committee with a periodic report on the Internal Audit function for the period July – August 2018 and to propose an updated Internal Audit Charter to be reviewed and approved by the Committee.

6 Report of the Deputy Chief Executive (Corporate Resources) - A.2 - External Audit's Annual Audit Letter for the year ended 31 March 2018 (Pages 29 - 56)

To present to the Committee the External Auditor's Annual Audit Letter for the year ended 31 March 2018.

7 Report of the Deputy Chief Executive (Corporate Services) - A.3 - Table of Outstanding Issues (Pages 57 - 64)

An update will be given on the progress against outstanding actions identified by the Committee.

8 Exclusion of Press and Public

The Committee is asked to consider the following resolution:

“That under Section 100A(4) of the Local Government Act 1972, the press and public be excluded from the meeting during consideration of Agenda Item 9 on the grounds that it involves the likely disclosure of exempt information as defined in the relevant paragraph(s) of Part 1 of Schedule 12A, as amended, of the Act.”

9 Report of Deputy Chief Executive - B.1 - Risk Based Verification Policy (Pages 65 - 76)

To seek the necessary annual approval of the Council's Risk Based Verification Policy.

Date of the Next Scheduled Meeting

The next scheduled meeting of the Audit Committee is to be held in the Council Chamber, Council Offices, Thorpe Road, Weeley, CO16 9AJ at 7.30 pm on Thursday, 24 January 2019.

Information for Visitors

FIRE EVACUATION PROCEDURE

There is no alarm test scheduled for this meeting. In the event of an alarm sounding, please calmly make your way out of any of the fire exits in the hall and follow the exit signs out of the building.

Please heed the instructions given by any member of staff and they will assist you in leaving the building and direct you to the assembly point.

Please do not re-enter the building until you are advised it is safe to do so by the relevant member of staff.

Your calmness and assistance is greatly appreciated.