



## AUDIT COMMITTEE

<b>DATE:</b>	<b>Monday, 29 July 2019</b>
<b>TIME:</b>	<b>10.30 am</b>
<b>VENUE:</b>	<b>Connaught Room - Town Hall, Station Road, Clacton-on-Sea, CO15 1SE</b>

### MEMBERSHIP:

<b>Councillor Coley (Chairman)</b>	<b>Councillor King</b>
<b>Councillor Alexander (Vice-Chairman)</b>	<b>Councillor Miles</b>
<b>Councillor Codling</b>	<b>Councillor Placey</b>
	<b>Councillor Steady</b>

**Most Council meetings are open to the public and press.**

**Agendas and Minutes are published on the Council's website [www.tendringdc.gov.uk](http://www.tendringdc.gov.uk). Agendas are available to view five working days prior to the meeting date and the Council aims to publish Minutes within five working days of the meeting.**

**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 on Ian Ford on 01255 686584.**

DATE OF PUBLICATION: Friday, 12 July, 2019

## **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 - 6)**

To confirm and sign as a correct record, the minutes of the last meeting of the Committee, held on 28 March 2019.

**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 38**

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 Acting Audit and Governance Manager - A.1 - Periodic Report on Internal Audit Function: March to June 2019 and the Annual Report for 2018/2019 (Pages 7 - 30)**

To provide a periodic report on the Internal Audit function for the period March 2019 to June 2019 and the Acting Audit and Governance Manager's Annual Report for 2018/19 as required by the professional standards.

**6 Report of the Deputy Chief Executive (Corporate Services) - A.2 - Corporate Risk Update (Pages 31 - 60)**

To present to the Audit Committee the updated Corporate Risk Register.

**7 Report of the Deputy Chief Executive (Corporate Services) - A.3 - External Auditor's Audit Completion Report 2018/19 (Pages 61 - 250)**

To present:

- The Annual Governance Statement 2018/19 for approval.
- The External Auditor's Audit Completion Report for the year ended 31 March 2019, which includes the management representation letter, for consideration and approval, to enable a final opinion on the accounts and value for money arrangements to be formally issued by the External Auditor.
- The Statement of Accounts 2018/19 for consideration and approval for publication by the end of July 2019.

**8 Future Meetings of the Commencement - Venue and Start Time**

The Committee will decide whether to request the Chairman of the Committee to change the venue and/or the start time of its meetings having had regard to the wishes of Members and the operational requirements of the Council's External Auditor.

**9 Glossary of Abbreviations and Acronyms (Pages 251 - 252)**

A Glossary of Abbreviations and Acronyms has been prepared in order to assist Members in understanding the terms used within the Officer reports.

# **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.