



AUDIT COMMITTEE

DATE:	Thursday, 30 March 2023
TIME:	10.30 am
VENUE:	Committee Room - Town Hall, Station Road, Clacton-on-Sea, CO15 1SE

MEMBERSHIP:

Councillor Coley (Chairman)	Councillor Miles
Councillor Alexander (Vice Chairman)	Councillor Steady
Councillor Fairley	

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DATE OF PUBLICATION: Wednesday, 22 March 2023

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 Thursday, 26 January 2023.

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 Update from the Councils External Auditors

The Committee will receive an update from the Council's External Auditors on their work.

6 Report of the Internal Audit Manager - A.1 - Report on Internal Audit (Pages 9 - 30)

To provide the Committee with a periodic report on the Internal Audit function for the period January 2023 – February 2023, as required by the professional standards.

7 Report of the Assistant Director (Finance & IT) - A.2 - Table of Outstanding Issues (Pages 31 - 42)

To present to the Committee the progress on outstanding actions identified by the Committee along with general updates on other issues that fall within the responsibilities of the Committee.

8 Report of the Assistant Director (Finance & IT) - A.3 - Audit Committee Work Programme 2023/24 (Pages 43 - 48)

To present for approval the Audit Committee's proposed work programme covering the period April 2023 to March 2024.

9 Exclusion of Press and Public

The Committee is asked to consider passing the following resolution:

“That under Section 100A(4) of the Local Government Act 1972, the press and public be excluded from the meeting during the consideration of Agenda Item 10 on the grounds that it involves the likely disclosure of exempt information as defined in paragraph 7 of Part 1 of Schedule 12A, as amended, of the Act.”

10 Report of the Assistant Director (Finance & IT) - B.1 - Risk Based Verification Policy (Pages 49 - 58)

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 will be held on a date due to be published in due course.

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.