



## AUDIT COMMITTEE

<b>DATE:</b>	<b>Thursday, 25 January 2024</b>
<b>TIME:</b>	<b>10.30 am</b>
<b>VENUE:</b>	<b>Committee Room - Town Hall, Station Road, Clacton-on-Sea, CO15 1SE</b>

### MEMBERSHIP:

**Councillor Sudra (Chairman)**  
**Councillor Fairley**  
**Councillor Morrison**

**Councillor Platt**  
**Councillor Steady**

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DATE OF PUBLICATION: Wednesday, 17 January 2024

## AGENDA

### **1 Election of the Vice-Chairman of the Committee**

The Committee is required to elect, from amongst its appointed membership, the Vice-Chairman of the Committee to serve in that office for the remainder of the 2023/2024 Municipal Year.

#### NOTE:

The office of Vice-Chairman of the Audit Committee is currently vacant due to the fact that Ian Lennard, the previous Vice-Chairman, is no longer a serving member of Tendring District Council following his resignation from the office of Councillor.

### **2 Apologies for Absence and Substitutions**

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

### **3 Minutes of the Last Meeting (Pages 1 - 10)**

To confirm and sign as a correct record, the minutes of the last meeting of the Committee, held on Thursday, 5 October 2023.

### **4 Declarations of Interest**

Councillors are invited to declare any Disclosable Pecuniary Interests, Other Registerable Interests of Non-Registerable Interests, and the nature of it, in relation to any item on the agenda.

### **5 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.

### **6 Report of the Internal Audit Manager - A.1 - Report on Internal Audit (Pages 11 - 26)**

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

### **7 Report of the Assistant Director (Finance & IT) - A.2 - Table of Outstanding Issues (Pages 27 - 38)**

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 Assurance and Resilience Manager - A.3 - Anti Fraud and Corruption Strategy (REPORT TO FOLLOW)**

To present to the Audit Committee an updated Anti-Fraud and Corruption Strategy.

### **Date of the Next Scheduled Meeting**

*The next scheduled meeting of the Audit Committee is to be held in the Committee Room - Town Hall, Station Road, Clacton-on-Sea, CO15 1SE at 10.30 am on Thursday, 21 March 2024.*

## **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.