



AUDIT COMMITTEE

DATE:	Thursday, 25 April 2024
TIME:	10.30 am
VENUE:	Essex Hall - Town Hall, Station Road, Clacton-on-Sea, CO15 1SE

MEMBERSHIP:

Councillor Sudra (Chairman)
Councillor Steady (Vice-Chairman)
Councillor Fairley

Councillor Morrison
Councillor Platt

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DATE OF PUBLICATION: Wednesday, 17 April 2024

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 7 - 14)

To confirm and sign as a correct record, the minutes of the last meeting of the Committee, held on Thursday 25 January 2024.

3 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.

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 Internal Audit Manager - A.1 - Report on Internal Audit - January 2024 to March 2024 and the Internal Audit Plan 2024/24. (Pages 15 - 40)

To provide a progress report on the Internal Audit function for the period January 2024 – March 2024 and to seek approval of the Audit Committee for the 2024/25 Internal Audit Plan.

6 Report of the Assistant Director (Finance & IT) - A.2 - External Auditors Draft Audit Plan and Strategy for the Year Ending 31 March 2024 (Pages 41 - 74)

To present for consideration the External Auditor's Draft Audit Plan and Strategy for the year ending 31 March 2024.

7 Report of the Assistant Director (Finance & IT) - A.3 - Audit Committee Work Programme 2024/25 (Pages 75 - 80)

To present for approval the Audit Committee's proposed work programme covering the period April 2024 to March 2025.

8 Report of the Assistant Director (Finance & IT) - A.4 - Table of Outstanding Issues (Pages 81 - 104)

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.

9 Report of the Assurance and Resilience Manager - A.5 - Corporate Risk Update
(Pages 105 - 148)

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

10 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 11 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.”

11 Report of the Assistant Director (Finance & IT) - B.1 - Risk Based Verification Policy
(Pages 149 - 158)

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 Committee Room - Town Hall, Station Road, Clacton-on-Sea, CO15 1SE at 10.30 am on Thursday, 27 June 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.