

Monday, 19 May 2025

AUDIT COMMITTEE

A meeting of **Audit Committee** will be held on

Wednesday, 28 May 2025

commencing at **2.00 pm**

The meeting will be held in the Banking Hall, Castle Circus entrance on the left corner of the Town Hall, Castle Circus, Torquay, TQ1 3DR

Members of the Committee

Councillor Penny (Chairman)

Councillor Brook (Vice-Chair)

Councillor Long

Councillor Fellows

Councillor Maddison

Councillor Hutchings

Hawkes

Independent Person Mr Kristian Hawkes

A Healthy, Happy and Prosperous Torbay

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Governance Support, Town Hall, Castle Circus, Torquay, TQ1 3DR

Email: governance.support@torbay.gov.uk - www.torbay.gov.uk

AUDIT COMMITTEE AGENDA

1. **Apologies**
To receive any apologies for absence, including notifications of any changes to the membership of the Committee.
2. **Minutes** (Pages 5 - 8)
To confirm as a correct record the Minutes of the meeting of the Audit Committee held on 26 March 2025.
3. **Declarations of interests**
 - (a) To receive declarations of non pecuniary interests in respect of items on this agenda
For reference: Having declared their non pecuniary interest members may remain in the meeting and speak and, vote on the matter in question. A completed disclosure of interests form should be returned to the Clerk before the conclusion of the meeting.
 - (b) To receive declarations of disclosable pecuniary interests in respect of items on this agenda
For reference: Where a Member has a disclosable pecuniary interest he/she must leave the meeting during consideration of the item. However, the Member may remain in the meeting to make representations, answer questions or give evidence if the public have a right to do so, but having done so the Member must then immediately leave the meeting, may not vote and must not improperly seek to influence the outcome of the matter. A completed disclosure of interests form should be returned to the Clerk before the conclusion of the meeting.

(**Please Note:** If Members and Officers wish to seek advice on any potential interests they may have, they should contact Governance Support or Legal Services prior to the meeting.)
4. **Urgent Items**
To consider any other items that the Chairman decides are urgent.
5. **Terms of Reference** (Pages 9 - 12)
To note the Audit Committee's Terms of Reference as approved by Adjourned Annual Council on 15 May 2025.
6. **Draft Audit Plan for Torbay Council** (Pages 13 - 62)
To consider a report that provides an overview of the planned scope and timing of the statutory audit of Torbay Council for those charged with governance.
7. **Treasury Management Outturn** (To Follow)
To consider a report on the above.

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| 8. | Draft Annual Governance Statement 2024/2025
To consider a report on the draft Annual Governance Statement which provides the opportunity for the organisation to review its processes, controls and objectives and to provide assurance to Members, Senior Officers and stakeholders as to the reliability of its Statement of Accounts and the probity of its operations. | (Pages 63 - 96) |
| 9. | Risk Management Update
To note a report that provides an update on the Council's current risk position and notable information with regards to the Council's overall risk management arrangements. | (Pages 97 - 132) |
| 10. | Counter Fraud and Error Update
To consider a report that provides an update on counter fraud activity undertaken for the period of 1 April 2024 to 31 March 2025, including progress against the 2024/2025 Counter Fraud Plan. | (Pages 133 - 150) |
| 11. | Work Programme
To note the Audit Committee's work programme. | (Pages 151 - 152) |