



Tuesday, 15 March 2011

## **AUDIT COMMITTEE**

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

**Wednesday, 23 March 2011**

commencing at **2.00 pm**

The meeting will be held in the Meadfoot Room, Town Hall, Castle Circus,  
Torquay, TQ1 3DR

### **Members of the Committee**

Councillor

Councillor Addis  
Councillor Charwood  
Councillor Excell

Councillor Mills  
Councillor Richards  
Councillor Stringer

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**Our vision is for a cleaner, safer, prosperous Bay**

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For information relating to this meeting or to request a copy in another format or language please contact:

**Lisa Warrillow, Town Hall, Castle Circus, Torquay, TQ1 3DR**  
**01803 207064**

Email: [democratic.services@torbay.gov.uk](mailto:democratic.services@torbay.gov.uk)



# AUDIT COMMITTEE AGENDA

1. **Election of Chairman/woman**  
To elect a Chairman/woman of the Committee for the remainder of the municipal year.
2. **Apologies**  
To receive any apologies for absence, including notifications of any changes to the membership of the Committee.
3. **Minutes** ( 1 - 4)  
To confirm as a correct record the Minutes of the meeting of the Audit Committee held on 8 December 2010.
4. **Declarations of interests**
  - (a) To receive declarations of personal interests in respect of items on this agenda  
**For reference:** Having declared their personal interest members and officers may remain in the meeting and speak (and, in the case of Members, vote on the matter in question). If the Member's interest only arises because they have been appointed to an outside body by the Council (or if the interest is as a member of another public body) then the interest need only be declared if the Member wishes to speak and/or vote on the matter. A completed disclosure of interests form should be returned to the Clerk before the conclusion of the meeting.
  - (b) To receive declarations of personal prejudicial interests in respect of items on this agenda.  
**(Please Note:** If Members and Officers wish to seek advice on any potential interests they may have, they should contact Democratic Services or Legal Services prior to the meeting. Definitions and procedures in relation to interests are set out at the start of the agenda.)
5. **Urgent Items**  
To consider any other items that the Chairman decides are urgent.
6. **Audit Progress Summary to 10 March 2011** ( 5 - 6)  
To consider Report 68/2011 that set out work that the Audit Commission was currently undertaking.
7. **Certification of Claims and Returns** ( 7 - 16)  
To consider Report 69/2011 which summarised the findings from the certification of the 2009/10 claims.
8. **Joint Working Protocol - Internal and External Audit** ( 17 - 28)  
To consider Report 70/2011 on the Joint Working Protocol for Internal and External Audit.

9. **Internal Audit Plan 2011/12** ( 29 - 40)  
To consider Report 71/2011 and agree in principle the proposed Audit Plan for 2011/12.
10. **Progress Report on Risk Management** ( 41 - 62)  
To consider Report 72/2011 on the above.