

Friday, 29 August 2025

AUDIT COMMITTEE

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

Monday, 8 September 2025

commencing at **2.30 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 Fellows

Councillor Long

Councillor Maddison

Vacancy – Conservative Group

Independent Person Mr 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 28 May 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. **Internal Audit - Annual Report 2024/2025** (Pages 9 - 32)
To consider a report that provides a summary of the performance against the Internal Audit plan for the 2024/25 financial year.
6. **Draft Annual Governance Statement 2024/25** (To Follow)
To consider a report on the updated 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.

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| 7. | Statement of Accounts 2024/25 - Update on Progress
To note a report that provides an update on the progress made towards completion of the Statement of Accounts 2024/25 in preparation for the start of Grant Thornton's external audit work commencing in early October. | (Pages 33 - 34) |
| 8. | 2024/2025 Treasury Management Outturn
To consider a report on the 2024/2025 Treasury Management Outturn. | (To Follow) |
| 9. | Performance Update: Collection of Council Tax & Non-Domestic Rates
To consider a report that provides an update on the performance in relation to the collection of Council Tax, Non-Domestic Rates and Benefits in order that progress can be monitored. | (Pages 35 - 40) |
| 10. | Risk Assurance Report for Our Integrated Adult Social Care Services
To note a report on the above. | (Pages 41 - 50) |
| 11. | Audit Committee Work Programme
To note the work programme for the Audit Committee. | (Pages 51 - 52) |