

Tuesday, 18 January 2022

**AUDIT COMMITTEE**

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

**Wednesday, 26 January 2022**

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 Loxton (Chairman)

Councillor Brooks

Councillor Johns

Councillor Douglas-Dunbar

Councillor Kennedy (Vice-Chair)

Councillor Hill

Councillor O'Dwyer

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

Email: [governance.support@torbay.gov.uk](mailto:governance.support@torbay.gov.uk) - [www.torbay.gov.uk](http://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**

To confirm as a correct record the Minutes of the meeting of the Audit Committee held on 6 December 2021.

(Pages 4 - 9)

## 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. **Exclusion of the Press and Public**

To consider passing a resolution to exclude the press and public from the meeting prior to consideration of item 6 on the agenda on the grounds that exempt information (as defined in Schedule 12A of the Local Government Act 1972 (as amended)) is likely to be disclosed.

## 6. **TDA Annual Report and Financial Statements**

To consider the Torbay Economic Development company Limited Annual Report and Consolidated Financial Statements.

(Pages 10 - 60)

(Note: the Torbay Economic Development Company Limited –

Annual Report and Financial Statements are exempt as they are draft and awaiting sign off from the Torbay Economic Development Company Limited Management Board.)

7. **Internal Audit - Follow Up Report on Areas Requiring Improvement** (Pages 61 - 71)  
To consider a report that sets out progress made by areas previously identified as 'improvements required'.
8. **Internal Audit - Half Year Audit Report 2021-22** (Pages 72 - 102)  
To consider a report that provides an update to the agreed Internal Audit Plan due to the continued impacts of Covid-19 and reviews the work undertaken to date in 2021/22.
9. **Audit Progress Report and Sector Update** (Pages 103 - 126)  
To consider a report on the above.
10. **HR Investigations and Whistleblow** (Pages 127 - 132)  
To consider a report that provides a high level summary of the number of HR investigations and Whistleblow investigations in the year 2021-22.
11. **Adjournment**  
At this juncture the meeting will adjourn until 10.00 am on 31 January 2022. The items and reports for the meeting on 31 January 2022 have been published under a separate cover.

### **Meeting Attendance**

Torbay Council has taken the decision to continue operating in a Covid-19 secure manner in order to protect staff and visitors entering Council buildings and to help reduce the spread of Covid-19 in Torbay. This includes social distancing and other protective measures (e.g. wearing a face covering (unless exempt), signing in and using hand sanitiser). Our public meetings will continue to operate with social distancing measures in place and as such there are limited numbers that can access our meeting rooms. Also, to help prevent the spread of the virus, anyone attending meetings is asked to take Covid lateral flow test the evening before - if you have a positive test result please follow the Government's guidelines and do not attend the meeting.

If you wish to attend a public meeting please contact us to confirm arrangements for your attendance.