

**Mr S Hearse**  
**Chief Executive**  
**Torrige District Council**  
Riverbank House  
Bideford  
Devon  
EX39 2QG



Tel : Bideford (01237) 428700

Date: 27 March 2023

## MEETING OF AUDIT & GOVERNANCE COMMITTEE

<b>On:</b>	Tuesday 4 April 2023	<b>At:</b>	2.00 pm
<b>Venue:</b>	Town Hall - Bridge Street, Bideford, EX39 2HS		

The meeting will be filmed for live or subsequent broadcast via the YouTube channel -  
<https://tinyurl.com/TorrigeYouTube>

### NOTICE OF MEETING

<b>To:</b>	Councillor P Hackett (Chair) Councillor R Craigie (Vice-Chair) Councillors: D Bushby, K Hepple, C Hodson and R Lock  Non elected Members:
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**Members are requested to turn off their mobile phones for the duration of the meeting**

## AGENDA PART I - (OPEN SESSION)

1.	<b>Apologies For Absence</b> To receive apologies for absence for the meeting.
2.	<b>Minutes</b> (Pages 3 - 8) Confirmation of Minutes of the Meeting held on 17 <sup>th</sup> January 2023.
3.	<b>Declaration of Interests</b> Members with interests should refer to the agenda item and describe the nature of their interest when the item is considered.
4.	<b>Agreement of Agenda Items Part I and II</b>

5.	<b>Urgent Matters Brought Forward with the Permission of the Chair</b>
6.	<b>Draft DAP Internal Audit Plan for Torridge District Council 2023-24</b> (Pages 9 - 19) To receive the report of the Devon Audit Partnership Manager.
7.	<b>Audit Reports Issued to Date</b> (Pages 20 - 24) To receive the report from Devon Audit Partnership.
8.	<b>External Audit Plan</b> (Pages 25 - 53) To receive the report from Grant Thornton.
9.	<b>Audit Agreed Actions</b> (Page 54) To receive information from the Finance Manager (S151 Officer).
10.	<b>Non Compliance with Procedure Rules and Waivers</b> (Pages 55 - 62) To receive the report of the Finance Manager (S151 Officer).
11.	<b>Forward Plan</b> (Page 63)
12.	<b>Exclusion of the Public</b> The Chair to move:  That the public be excluded from the remainder of the meeting because of the likely disclosure of exempt information by virtue of paragraph 3 of Part I and paragraph 10 of Part 2 of Schedule 12A of the Local Government Act 1972.
13.	<b>PART II (CLOSED SESSION)</b>
14.	<b>Cyber Security Update</b> To receive an update from the ICT, Strategy & Performance Manager.
15.	<b>Housing Options Audit Update</b> (Pages 64 - 76) To receive the report of the Head of Legal & Governance (Monitoring Officer).
	Meeting Organiser: Karen Hewlett - Democratic Services