



**Rochford District  
Council**

# **Audit Committee**

## **agenda**

***Date***

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**27 July 2021**

***Time***

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**7.30 pm**

***Place***

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Sweyne Park School  
Sir Walter Raleigh Drive  
Rayleigh, SS6 9BZ

***Contact***

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**The public are welcome to  
attend this meeting**

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## **Members of the Audit Committee**

Chairman: Cllr Mrs L A Butcher

Vice-Chairman: Cllr P J Shaw

Cllr Mrs T L Carter  
Cllr R R Dray  
Cllr Mrs E P Gadsdon  
Cllr J N Gooding  
Cllr Ms T D Knight

Cllr J L Lawmon  
Cllr R Milne  
Cllr G W Myers  
Cllr Mrs L Shaw

## **Terms of Reference**

To exercise the Council's functions in relation to:-

- Matters arising out of internal audit and control reports
- The scope of internal audit activity
- Review of the adequacy of governance and risk management arrangements and internal control
- Consideration of matters arising from external audit as are referred to it by the External Auditor

Including the management of the budget in respect of these functions.

**The Council's residents are at the heart of everything we do.**

**The Council's priorities are:-**

- To be financially sustainable
- Early intervention
- To maximise our assets
- To enable communities

## A G E N D A

	Page No
Emergency evacuation announcement	
<b>1 Apologies for Absence</b>	
<b>2 Substitute Members</b>	
<b>3 Non-Members attending</b>	
<b>4 Minutes of the Meeting held on 16 March 2021</b>	
<b>5 To Receive Declarations of Interest</b>	
<b>6 Questions on Notice</b>	
<b>7 Motions on Notice</b>	
<b>8 External Auditor Report: Certification of Claims and Returns Annual Report 2019/20</b>	8.1 – 8.17
To consider the report of the Assistant Director, Resources, drawing Members' attention to the Certification of Claims and Returns Annual Report 20219/20.	
<b>9 Internal Audit Annual Report 2020-21</b>	9.1 – 9.31
To consider the report of the Assistant Director, Resources, providing the Chief Audit Executive's annual opinion on the overall adequacy and effectiveness of the Council's framework of governance, risk management and internal control during 2020/21.	

**10 Draft Annual Governance Statement for 2020/21** 10.1 –  
10.27

To consider the report of the Assistant Director, Resources, presenting Members with the Annual Governance Statement (AGS) for their consideration.

**11 Review of the Council's Risk Register 2021/2022** 11.1 –  
11.23

To consider the report of the Assistant Director, Resources, presenting a sixth-month review of the Council's Risk Register (CRR) for Members' consideration.

A handwritten signature in black ink, appearing to be 'Angela Law', with a long horizontal stroke extending to the right.

Angela Law  
Assistant Director, Legal & Democratic