

# Mid Devon District Council

## Audit Committee

Tuesday, 25 June 2019 at 5.30 pm  
Exe Room, Phoenix House, Tiverton

Next special meeting  
Monday, 15 July 2019 at 10.00 am

Those attending are advised that this meeting will be recorded

## Membership

Cllr W Burke  
Cllr Mrs C Collis  
Cllr R Evans  
Cllr B A Moore  
Cllr A Wilce  
Cllr J Wright  
Cllr A Wyer

## A G E N D A

*Members are reminded of the need to make declarations of interest prior to any discussion which may take place*

- 1. Election of Chairman**  
To elect a Chairman of the Audit Committee for the municipal year 2019/20.
- 2. Election of Vice Chairman**  
To elect a Vice Chairman of the Audit Committee for the municipal year 2019/20.
- 3. Apologies**  
To receive any apologies for absence.
- 4. Declaration of Interests under the Code of Conduct**  
Councillors are reminded of the requirement to declare any interest, including the type of interest, and reason for that interest, either at this stage of the meeting or as soon as they become aware of that interest.
- 5. Public Question Time**  
To receive any questions relating to items on the Agenda from members of the public and replies thereto.

6. **Minutes of the previous meeting** (*Pages 5 - 10*)  
Members to consider whether to approve the minutes as a correct record of the meeting held on 19 March 2019.

The committee is reminded that only those Members present at the previous meeting should vote and, in doing so, should be influenced only by seeking to ensure that the minutes are an accurate record.

7. **Chairman's Announcements**  
To receive any announcements that the Chairman may wish to make.
8. **Devon Audit Partnership (DAP) representation for 2019/2020**  
To appoint the elected Chairman of the Audit Committee and one other member of the Committee as the Council's representatives to the Devon Audit Partnership (DAP) Board and to note that it is Mid Devon District Council's turn to Chair the DAP meetings during 2019/20. (Note: the first DAP meeting will be held on 8 July 2019 in the Committee Suite, County Hall).
9. **Performance and Risk for 2018-19** (*Pages 11 - 40*)  
To receive a report from the Director of Corporate Affairs & Business Transformation providing Members with an update of performance against the Corporate Plan and local service targets for 2018/19 as well as providing an update on the key business risks.
10. **Progress update on the Annual Governance Statement Action Plan** (*Pages 41 - 46*)  
To receive a report from the Group Manager for Performance, Governance and Data Security providing the Committee with an update on progress made against the Annual Governance Statement 2017/18 Action Plan.
11. **Internal Audit Annual Report 2018/19** (*Pages 47 - 66*)  
To receive a report from the Audit Manager updating the Committee on the work performed by Internal Audit during the 2018/19 financial year as required by the Public Sector Internal Audit Standards.
12. **Start time of meetings**  
To agree the start time of meetings for the remainder of the municipal year.
13. **Identification of items for the next meeting**  
Members are asked to note that the following items are already identified in the work programme for the next meeting:

- Annual Governance Statement for 2018/19 including the Corporate Governance Framework
- Annual Report and Accounts for 2018/19
- Grant Thornton Audit Findings

Note: This item is limited to 10 minutes. There should be no discussion on the items raised.

**Stephen Walford**  
Chief Executive  
Monday 17 June 2019

Anyone wishing to film part or all of the proceedings may do so unless the press and public are excluded for that part of the meeting or there is good reason not to do so, as directed by the Chairman. Any filming must be done as unobtrusively as possible from a single fixed position without the use of any additional lighting; focusing only on those actively participating in the meeting and having regard also to the wishes of any member of the public present who may not wish to be filmed. As a matter of courtesy, anyone wishing to film proceedings is asked to advise the Chairman or the Member Services Officer in attendance so that all those present may be made aware that is happening.

Members of the public may also use other forms of social media to report on proceedings at this meeting.

Members of the public are welcome to attend the meeting and listen to discussion. Lift access the first floor of the building is available from the main ground floor entrance. Toilet facilities, with wheelchair access, are also available. There is time set aside at the beginning of the meeting to allow the public to ask questions.

An induction loop operates to enhance sound for anyone wearing a hearing aid or using a transmitter. If you require any further information, or If you would like a copy of the Agenda in another format (for example in large print) please contact Sarah Lees on:

Tel: 01884 234310  
E-Mail: [slees@middevon.gov.uk](mailto:slees@middevon.gov.uk)

Public Wi-Fi is available in all meeting rooms.