

Mid Devon District Council

Audit Committee

Tuesday, 23 March 2021 at 5.30 pm
Remote meeting

Next meeting
Tuesday, 1 June 2021 at 5.30 pm

Important - this meeting will be conducted and recorded by Zoom only. Please do not attend Phoenix House. The attached Protocol for Remote Meetings explains how this will work.

To join the Zoom Meeting please use the following link:

<https://zoom.us/j/95654436450?pwd=V3BpTHFuT05BZjdhdE9UZTdVUUowUT09>

Meeting ID: 956 5443 6450
Passcode: 899488

One tap mobile

08000315717,,95654436450#,,,,*899488# United Kingdom Toll-free

08002605801,,95654436450#,,,,*899488# United Kingdom Toll-free

Dial by your location

0 800 031 5717 United Kingdom Toll-free

0 800 260 5801 United Kingdom Toll-free

0 800 358 2817 United Kingdom Toll-free

Meeting ID: 956 5443 6450
Passcode: 899488

Membership

Cllr S J Penny (Chairman)

Cllr W Burke

Cllr Mrs C Collis

Cllr N V Davey

Cllr A Wyer

Cllr A White

Cllr A Wilce

AGENDA

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

1. **Apologies**
To receive any apologies for absence.
2. **Protocol for remote meetings** *(Pages 5 - 12)*
To note the protocol for remote meetings.
3. **Public Question Time**
To receive any questions relating to items on the Agenda from members of the public and replies thereto.
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. **Minutes of the previous meeting** *(Pages 13 - 22)*
Members to consider whether to approve the minutes as a correct record of the meeting held on 26 January 2021.
6. **Chairman's Announcements**
To receive any announcements that the Chairman may wish to make.
7. **Grant Payment Checking Report** *(Pages 23 - 26)*
To receive a report from the Operations Manager for Performance, Governance and Health & Safety. As part of the Covid response Mid Devon District Council has been responsible for paying significant sums in grant funding on behalf of Business Energy & Industrial Strategy (BEIS). The Audit Committee will want to seek assurance about the process for ensuring grants were paid only to those who were eligible.
8. **Anti-Fraud and Corruption Strategy** *(Pages 27 - 56)*
To receive a report from the Operations Manager for Performance, Governance and Health & Safety to present the Committee with the reviewed and updated Anti-Fraud and Corruption Strategy.
9. **Performance and Risk Report** *(Pages 57 - 118)*
To receive a report from the Operations Manager for performance, Governance and Health & Safety providing Members with an update on performance against the Corporate Plan and local service targets for 2020-21 as well as providing an update on the key business risks.

10. **Progress update on the Annual Governance Statement Action Plan** *(Pages 119 - 124)*
To receive a report from the Operations Manager for Performance, Governance and Health & Safety providing the Committee with an update on progress made against the Annual Governance Statement 2019/20 Action Plan.
11. **Whistleblowing Policy** *(Pages 125 - 132)*
To receive a report from the Operations Manager for Performance, Governance and Health & Safety presenting the Committee with the updated Whistleblowing Policy.
12. **Risk and Opportunity Management Policy** *(Pages 133 - 146)*
To receive a report from the Operations Manager for Performance, Governance and Health & Safety presenting the Committee with the updated Risk & Opportunity Management Policy for approval.
13. **Internal Audit Progress Report** *(Pages 147 - 156)*
To receive a report from the Devon Audit Partnership monitoring the progress and performance of Internal Audit.
14. **Internal Audit Assurance Mapping 2020/21** *(Pages 157 - 162)*
To receive a report from the Devon Audit Partnership setting out how During the year they have developed an assurance map for Mid Devon, to provide a high-level graphical picture of the effectiveness of key controls on which the Council relies on to ensure integrity and effectiveness in its operations. This report provides an update on this work which they are delivering as part of the core audit delivery model for the Council.
15. **Internal Audit Plan 2021 - 2022** *(Pages 163 - 184)*
To receive a report from the Devon Audit Partnership setting out the Internal Audit Plan for Mid Devon for 2021 – 2022.
16. **Internal Audit Charter and Strategy** *(Pages 185 - 204)*
To receive a report from the Devon Audit Partnership setting out the Internal Audit Charter and Strategy for 2021 – 2022.
17. **External Audit Progress Report and Sector Update** *(Pages 205 - 220)*
To receive a report from Grant Thornton providing an update on progress in delivering their responsibilities as the Council's external auditors.
18. **Chairman's Annual Report for 2020/2021** *(Pages 221 - 224)*
To receive the Chairman's Annual Report for 2020/2021.

19. **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:

- Election of Chairman
- Election of Vice Chairman
- Performance and Risk
- Internal Audit Progress Report
- External Audit Progress Report
- Start time of meetings

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

Stephen Walford
Chief Executive
Monday, 15 March 2021

Covid-19 and meetings

Meetings will not be held in person at Phoenix House until the Covid-19 crisis eases. Instead, the meetings will be held remotely via Zoom and you will be able to join these meetings via the internet. Please see the instructions on each agenda and read the Protocol on Remote Meetings before you join.

If you want to ask a question or speak, email your full name to Committee@middevon.gov.uk by **no later than 4pm on the day before the meeting**. This will ensure that your name is on the list to speak and will help us ensure that you are not missed – as you can imagine, it is easier to see and manage public speaking when everyone is physically present in the same room. Notification in this way will ensure the meeting runs as smoothly as possible.

If you require any further information, please contact Sarah Lees on: slees@middevon.gov.uk

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