

Mid Devon District Council

Audit Committee

Tuesday, 21 September 2021 at 5.30 pm
Exe Room, Phoenix House, Tiverton

Next meeting
Tuesday, 16 November 2021 at 5.30 pm

Important - this meeting will take place at Phoenix House, but members of the Public and Press can and should attend via Zoom only. Please do not attend Phoenix House without prior agreement. The attached Protocol for Hybrid Meetings explains how this will work.

Join Zoom Meeting

<https://zoom.us/j/91244847504?pwd=eEZkYUo2ZUdlSWRTWTdyeTBtSVZldz09>

Meeting ID: 912 4484 7504
Passcode: 803732

One tap mobile

08000315717,,91244847504#,,,,*803732# The United Kingdom Toll-free

08002605801,,91244847504#,,,,*803732# The United Kingdom Toll-free

Dial by your location

0 800 031 5717 The United Kingdom Toll-free

0 800 260 5801 The United Kingdom Toll-free

0 800 358 2817 The United Kingdom Toll-free

Meeting ID: 912 4484 7504
Passcode: 803732

Membership

Cllr W Burke
Cllr Mrs C Collis
Cllr N V Davey
Cllr S J Penny
Cllr A Wyer
Cllr A White
Cllr A Wilce

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. **Apologies**
To receive any apologies for absence.
2. **Protocol for hybrid meetings** (Pages 5 - 12)
To note the protocol for hybrid 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 - 18)
Members to consider whether to approve the minutes as a correct record of the meeting held on 27 July 2021.
6. **Chairman's Announcements**
To receive any announcements that the Chairman may wish to make.
7. **Performance and Risk** (Pages 19 - 64)
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 2021-22 as well as providing an update on the key business risks.
8. **Annual Governance Statement** (Pages 65 - 98)
To receive a report from Group Manager for Performance, Governance and Health & Safety, presenting the Committee with the finalised Annual Governance Statement and Action Plan (Appendix A) and accompanying Corporate Governance Framework (Appendix B) for 2020/21.
9. **PSAA Consultation - Briefing Note** (Pages 99 - 108)
To receive a briefing paper regarding the Public Sector Audit Appointments Ltd (PSAA) Consultation.
10. **Redmond Review of Local Authority Financial Reporting and Audit Overview** (Pages 109 - 122)
To receive a briefing paper regarding the Redmond Review of Local Authority Financial Reporting and Audit Overview.

11. **Internal Audit Progress report 2021-22** (Pages 123 - 132)
To receive a progress report from the Devon Audit Partnership for 2021-22.
12. **Grant Thornton - Draft Audit Findings Report** (Pages 133 - 162)
To receive the draft Audit Findings Report from Grant Thornton reflecting the current position.
13. **Audit Committee size**
Members to discuss whether there is a need to increase the number of Members on the Audit Committee. If Members consider there is a need then a recommendation will need to be made to the Standards Committee.
14. **DAP representation**
The Committee to appoint a second person from within the committee membership to attend DAP Board meetings alongside the Chairman.
15. **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:
 - Performance and Risk
 - Annual Governance Statement – Action Plan update
 - Internal Audit Progress Report
 - Final Accounts for 2020 – 2021 for approval
 - Grant Thornton – Audit Findings Report
 - Grant Thornton - Letter of Representation
 - 3 Rivers Development Ltd Business Plan (tbc)

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

Stephen Walford
Chief Executive
Monday, 13 September 2021

Covid-19 and meetings

From 7 May 2021, the law requires all councils to hold formal meetings in person. However, the Council is also required to follow government guidance about safety during the pandemic. The Council will enable all people to continue to participate in meetings via Zoom.

You are strongly encouraged to participate via Zoom to keep everyone safe - there is limited capacity in meeting rooms if safety requirements are to be met. There are restrictions and conditions which apply to those in the building and the use of the building. You must not attend a meeting at Phoenix House without complying with the requirements in the new protocol for meetings. You must follow any directions you are given.

Please read the new meeting protocol which is available here: [Hybrid Protocol - September 2021.pdf \(middevon.gov.uk\)](#)

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 would like a copy of the Agenda in another format (for example in large print) please contact Sarah Lees on:

E-Mail: slees@middevon.gov.uk

Public Wi-Fi is available in all meeting rooms.