

Mid Devon District Council

Audit Committee

Tuesday, 25 January 2022 at 5.30 pm
Phoenix Chambers, Phoenix House, Tiverton

Next meeting
Tuesday, 22 March 2022 at 5.30 pm

PLEASE NOTE: - this meeting will take place at Phoenix House and members of the Public and Press are encouraged to attend via Zoom wherever possible. The Protocol for Hybrid Meetings explains how this will work. Please do not attend Phoenix House without contacting the committee clerk in advance, in order that numbers of people can be appropriately managed in physical meeting rooms.

Join Zoom Meeting

<https://zoom.us/j/92562134420?pwd=c0MvT0kvd2Z0em9LWktzcER3cHhQQT09>

Meeting ID: 925 6213 4420
Passcode: 077986

One tap mobile

08002605801,,92562134420#,,,,*077986# United Kingdom Toll-free

08003582817,,92562134420#,,,,*077986# United Kingdom Toll-free

Dial by your location

0 800 260 5801 United Kingdom Toll-free

0 800 358 2817 United Kingdom Toll-free

0 800 031 5717 United Kingdom Toll-free

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Passcode: 077986

Membership

Cllr W Burke
Cllr Mrs C Collis
Cllr N V Davey
Cllr R L Stanley
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. **Election of Chairman**
To elect a Chairman of the Audit Committee for the remainder of the municipal year 2021/2022.
2. **Election of Vice Chairman**
To elect a Vice Chairman of the Audit Committee for the remainder of the municipal year 2021/2022.
3. **Apologies**
To receive any apologies for absence.
4. **Public Question Time**
To receive any questions relating to items on the Agenda from members of the public and replies thereto.
5. **Declaration of Interests under the Code of Conduct**
To record any interests on agenda matters.
6. **Minutes of the previous meeting** (*Pages 5 - 10*)
To consider whether to approve the minutes as a correct record of the meeting held on 16 November 2021.
7. **Chairman's Announcements**
To receive any announcements that the Chairman may wish to make.
8. **Performance and Risk Report** (*Pages 11 - 60*)
To receive a report from the Operations Manager for Performance, Governance and Health and 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.
9. **Progress update on the Annual Governance Statement Action Plan** (*Pages 61 - 66*)
To receive a report from the Operations Manager for Performance, Governance and Health and Safety providing the Committee with an update on progress made against the Annual Governance Statement 2020/21 Action Plan.
10. **Internal Audit Progress Report 2021 - 2022** (*Pages 67 - 84*)
To receive the Devon Audit Partnership Progress Report for the year to date.

11. **Arrangements for the appointment of External Auditors from 2023/2024** (Pages 85 - 138)
To receive a report from the Deputy Chief Executive (S151) advising Members of the options, process and legislative requirement to appoint External Auditors for the Accounting Periods from 2023/24 and to seek Member endorsement of the recommended option for Council approval.
12. **Review and Revision of the Financial Regulations** (Pages 139 - 280)
To receive a report from the Deputy Chief Executive (S151) making recommendations for amendments to the Financial Regulations of the Authority, to ensure they are appropriate, reflecting the Authority's latest structure and delegations.
13. **External Audit Progress Report and Sector Update** (Pages 281 - 298)
To receive a progress report and sector update from the External Auditors.
14. **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:
 - Internal Audit Plan and Work Programme for 2022/2023
 - Internal Audit Charter and Strategy
 - Performance and Risk
 - Annual Governance Statement – Action Plan Update
 - Internal Audit Progress Report
 - External Audit Progress Report
 - Chairman's Report for 2021/2022

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

Stephen Walford
Chief Executive
Monday, 17 January 2022

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: <https://democracy.middevon.gov.uk/documents/s23135/MeetingProtocolUpdateOct2021nextreviewFeb2022.pdf>

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 via:

E-Mail: slees@middevon.gov.uk

Public Wi-Fi is available in all meeting rooms.