

Mid Devon District Council

Audit Committee

Tuesday, 2 December 2014 at 6.00 pm
Exe Room, Phoenix House

Next ordinary meeting
27 January 2015

Those attending are advised that this meeting will be recorded

Membership

Cllr M D Binks
Cllr R M Deed
Cllr R Evans
Cllr F R Rosamond
Cllr R Wright

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. **Public Question Time**
To receive any questions relating to items on the Agenda from members of the public and replies thereto.
3. **Chairman's Announcements**
To receive any announcements that the Chairman may wish to make.
4. **Minutes of the previous meeting**
To approve as a correct record the Minutes of the meeting held on ***** (copy attached).
5. **Audit Committee training**
To receive feedback from the Committee Members who attended Audit Committee training in October 2014.
6. **Data Quality Policy (Pages 5 - 18)**
To receive a report from the Head of Communities and Governance presenting the Committee with the Data Quality Policy and Data Quality Standards.

7. **Anti-Fraud and Corruption, Whistle-blowing and Anti-Money Laundering** (Pages 19 - 38)
To receive a report from the Audit Team Leader presenting the Committee with the reviewed and updated policies for Anti-Fraud, Whistle-blowing and Anti-Money Laundering.
8. **Internal Audit progress Report** (Pages 39 - 44)
To receive a report from the Audit Team Leader updating the Committee on the work performed by Internal Audit for the 2014/15 financial year.
9. **Internal Audit reports**
Committee to discuss any issues arising from any Audit reports they have received since the last meeting. During discussion of this item it may be necessary to pass the following resolution to exclude the press and public having reflected on Article 12 12.02(d) (a presumption in favour of openness) of the Constitution. This decision may be required because consideration of this matter in public may disclose information falling within one of the descriptions of exempt information in Schedule 12A to the Local Government Act 1972. The Committee will need to decide whether, in all the circumstances of the case, the public interest in maintaining the exemption, outweighs the public interest in disclosing the information.

ACCESS TO INFORMATION ACT – EXCLUSION OF THE PRESS AND PUBLIC

RECOMMENDED that under section 100A(4) of the Local Government Act 1972 the public be excluded from the next item of business on the grounds that it involves the likely disclosure of exempt information as defined in section 100I and paragraph 3 of Part 1 of Schedule 12A of the Act, namely information relating to the financial or business affairs of any particular person (including the authority holding that information).

10. **Report on Value for Money** (Pages 45 - 72)
To receive a report from the external auditors for the year ended 31 March 2014.
11. **Annual Audit Letter** (Pages 73 - 80)
To receive the Annual Audit letter from Grant Thornton summarising the key findings arising from the work they have carried out for the year ended 31 March 2014. To also receive confirmation of the fees charged.

12. **External Audit update** (*Pages 81 - 96*)
To receive an update report on the external auditors progress in delivering their responsibilities to the Council.
13. **Taking action against Councillors** (*Pages 97 - 100*)
To receive a report from the Chief Executive addressing the resolution of a meeting of the Standards Committee held on 28 August 2014, namely “to ask officers to provide a constitutional amendment which clarifies who can take action against Councillors, under what circumstances and to establish a right of appeal.”
14. **Identification of items for the next meeting: 27 January 2015**
The following items are currently listed in the work programme for the following meeting:
 - Financial information in relation to waste collections
 - Missed milestones in performance reports – discussion with the Chief Executive
 - Performance and Risk for the first two quarters of the 2014/15 financial year
 - Progress update on the AGS Action Plan
 - Internal Audit Update
 - Internal Audit reports
 - Pre-planning report Internal Audit Work Plan
 - Certification work report (Grant Thornton) 2013/14
 - External Audit update

Kevin Finan
Chief Executive
Monday 24 November 2014

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 to the Council Chamber on 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

Fax:

E-Mail: slees@middevon.gov.uk