

Mid Devon District Council

Audit Committee

Tuesday, 24 March 2015 at 6.00 pm
Exe Room, Phoenix House

Next ordinary meeting
Tuesday, 23 June 2015 at 6.00 pm

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. **Minutes of the previous meeting** (*Pages 5 - 10*)
To approve as a correct record the Minutes of the meeting held on 27 January 2015 (copy attached).
4. **Chairman's Announcements**
To receive any announcements that the Chairman may wish to make.
5. **Code of Corporate Governance** (*Pages 11 - 22*)
To receive a report from the Head of Communities and Governance presenting the Committee with the updated Code of Corporate Governance.

6. **Risk and Opportunity Management Strategy** (Pages 23 - 34)
To receive a report from the Head of Communities and Governance presenting the Committee with the updated Risk and Opportunity Management Strategy for approval.
7. **Progress update on the Annual Governance Statement Action Plan** (Pages 35 - 40)
To receive a report from the Head of Communities and Governance providing the Committee with an update on progress made against the 2013/14 Annual Governance Statement Action Plan.
8. **Performance and Risk for the first three quarters of 2014-15** (Pages 41 - 58)
To receive a report from the Head of Communities and Governance providing Members with an update on performance against the corporate plan and local service targets for 2014/15 as well as providing an update on any key business risks.
9. **Internal Audit Progress Report** (Pages 59 - 66)
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.
10. **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).

11. **Internal Audit Strategy 2015/16** (Pages 67 - 74)
To receive a report from the Audit Team Leader presenting the Committee with the Internal Audit Strategy for the 2015/16 financial year.
12. **Strategic Audit Plan for 2015/16** (Pages 75 - 78)
To receive a report from the Internal Audit Team Leader presenting the Strategic Audit Plan for 2015/16 to 2016/17 and detailed Audit Work Plan for 2015/16.
13. **External Audit Committee update** (Pages 79 - 86)
To receive a report from the External Auditors providing an update on delivering their responsibilities.
14. **External Audit Plan for 2015/16** (Pages 87 - 100)
To receive a report from the External Auditors setting out their approach to the planned Audit for the year ended 31 March 2015.
15. **Chairman's Annual Report for 2014/15**
To receive the Chairman's annual report on the work of the Committee since May 2014 which will be submitted to Council on 29 April 2014 (report to follow).

Kevin Finan
Chief Executive
Monday 16 March 2015

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

E-Mail: slees@middevon.gov.uk

Public Wi-Fi is available in all meeting rooms.