

# Mid Devon District Council

## Audit Committee

Tuesday, 19 January 2016 at 5.30 pm  
Exe Room, Phoenix House

Next ordinary meeting  
Tuesday, 15 March 2016 at 5.30 pm

Those attending are advised that this meeting will be recorded

## Membership

Cllr R Evans  
Cllr Mrs J B Binks  
Cllr Mrs C Collis  
Cllr R M Deed  
Cllr T G Hughes  
Cllr F W Letch  
Cllr R F Radford

## 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 - 8*)  
To approve as a correct record the Minutes of the meeting held on 17 November 2015 (copy attached).
4. **Chairman's Announcements**  
To receive any announcements that the Chairman may wish to make.
5. **Presentation from the Internal Audit Team regarding the draft Strategic Audit Plan**  
To receive a presentation from the Internal Audit team members regarding the Internal Audit Plan.

6. **Draft Strategic Audit Plan for 2016/17** (Pages 9 - 16)  
To receive a report from the Internal Audit Team Leader presenting the Draft Strategic Audit Plan for 2016/17 to 2019/20 and the Draft Audit Work Plan for 2016/17.
7. **Internal Audit Progress Report** (Pages 17 - 26)  
To receive a report from the Internal Audit Team Leader updating the Committee on the work performed by Internal Audit for the 2015/16 financial year.
8. **Internal Audit reports (standing item)**  
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).

*(Please note: This is a standing item which may not be needed should discussion have taken place regarding internal audit reports under another item on the agenda)*

9. **Members Motor insurance disclosures**  
To receive a verbal update from the Internal Audit Team Leader regarding Members motor insurance disclosures.
10. **Update on the Annual Governance Statement Action Plan** (Pages 27 - 30)  
To receive a report from the Head of Communities & Governance providing the Committee with an update on progress made against the 2014/15 Annual Governance Statement Action Plan.

11. **External Audit update** (*Pages 31 - 40*)  
To receive a report from Grant Thornton providing a progress report in delivering their responsibilities as the Council's external auditors.
12. **Certification year end letter 2014/15** (*Pages 41 - 44*)  
To receive the Certification year end letter for 2014/15 from Grant Thornton.
13. **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:
  - Four Year Strategic Audit Plan and Work Programme
  - Internal Audit Charter
  - Internal Audit Strategy
  - Risk and Opportunity Management Strategy
  - Code of Corporate Governance
  - Internal Audit Progress Report
  - Internal Audit reports
  - Performance and Risk Quarter 3
  - External Audit update
  - Chairman's Annual Report 2015/16

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

**Jill May**  
Interim Chief Executive  
Monday 11 January 2016

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 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](mailto:slees@middevon.gov.uk)