

Mid Devon District Council

Audit Committee

Tuesday, 20 September 2016 at 5.30 pm
Exe Room, Phoenix House, Tiverton

Next ordinary meeting
Tuesday, 22 November 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. **Chairman's Announcements**

To receive any announcements that the Chairman may wish to make.

4. **Minutes of the previous meeting** (*Pages 5 - 8*)

To approve as a correct record the Minutes of the meeting held on 15 July 2016 (copy attached).

5. **Performance and Risk for the first quarter of 2016-17** (*Pages 9 - 34*)

To receive a report from the Head of Communities and Governance

providing Members with an update on performance against the Corporate and local service targets for 2016/17 as well as providing an update on any key risks.

Please note: If Members have questions regarding this report please submit them to the clerk in advance of the meeting so that the appropriate officer can be asked to attend or provide a written response.

6. **Internal Audit Progress Report** (*Pages 35 - 46*)

To receive a report from the Internal Audit Team Leader updating the Committee on the work performed by Internal Audit for the 2016/17 financial year. To include an update regarding any remaining outstanding high priority recommendations.

7. **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 the previous item on the agenda).

8. **Arrangements for the appointment of external auditors from 2017/18** (Pages 47 - 60)

To receive a report from the Audit Team Leader summarising the key proposals contained in the Public Sector Audit Appointments Ltd (PSAA) prospectus. The Committee are asked to formulate a reply on behalf of the Council to the questions posed by PSAA on page 7 of the prospectus.

9. **Revisions to the Financial and Contract Procedure Rules** (Pages 61 - 94)

To receive a report from the Director of Finance, Assets and Resources making recommendations for amendments to the Financial Regulations of the Authority.

10. **External audit progress report and update** (Pages 95 - 108)

To receive a progress report and update from the External Auditors.

11. **Annual Audit Letter from Grant Thornton** (Pages 109 - 122)

The 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 2016.

12. **General discussion on the impact of Brexit**

The Committee had requested at its last meeting that a general discussion be held regarding the impact of Brexit upon the Council as far as was known at the current time.

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:

- Performance and Risk for quarter two of 2016/17
- Internal Audit Reports
- Internal Audit Progress Report
- External Audit update

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

Stephen Walford
Chief Executive
Monday 12 September 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 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.