

Mid Devon District Council

Audit Committee

Tuesday, 21 March 2017 at 5.30 pm
Exe Room, Phoenix House, Tiverton

Next meeting
Tuesday, 30 May 2017 at 5.30 pm

Those attending are advised that this meeting will be recorded

Membership

Cllr R Evans (Chairman)
Cllr Mrs J B Binks
Cllr Mrs C Collis
Cllr R M Deed
Cllr T G Hughes
Cllr R F Radford
Cllr L D Taylor

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 - 10*)

To approve as a correct record the Minutes of the meeting held on 24 January 2017 (copy attached).

5. **Progress update on the Annual Governance Statement Action Plan**
(Pages 11 - 16)

To receive a report from the Internal Audit Team Leader providing the Committee with an update on progress made against the 2015/16 Annual Governance Statement Action Plan.

6. **Internal Audit Progress Report** (Pages 17 - 22)

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.

7. **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).

(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. **Whistle Blowing Policy** (Pages 23 - 30)

To receive a report from the Director of Corporate Affairs & Business Transformation presenting the committee with the updated Whistleblowing Policy.

9. **Internal Audit outsourcing update**

To receive a verbal update.

10. **Risk and Opportunity Management Strategy** (Pages 31 - 44)

To receive a report from the Internal Audit Team Leader presenting the Committee with the updated Risk and Opportunity Management Strategy for approval.

11. **Performance and Risk for 2016/17** (Pages 45 - 74)

To receive a report from the Director of Corporate Affairs & Business Transformation providing Members with an update on performance against the Corporate Plan and local service targets for 2016-17 as well as providing an update on the key business risks.

12. **Draft strategic Audit Plan for 2017/18 to 2020/21** (Pages 75 - 78)

To receive a report from the Audit Team Leader presenting the Draft Strategic Audit Plan for 2017/18 to 2020/21.

13. **Grant Thornton - external audit progress report and update** (Pages 79 - 96)

To receive an update report from the external auditors.

14. **Grant Thornton - Audit Plan for Mid Devon District Council** (Pages 97 - 120)

To receive the Audit Plan from the external auditors.

15. **Chairman's annual report for 2016/17** (Pages 121 - 126)

To receive the annual report from the Audit Committee Chairman for 2016/17.

16. **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:

- Election of Chairman
- Election of Vice Chairman
- Performance & Risk
- Financial Monitoring
- Internal Audit Progress report
- Internal Audit Charter

- Code of Corporate Governance
- Internal Audit Strategy
- External Audit Progress Report
- Start time of meetings

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

Stephen Walford
Chief Executive
Monday 13 March 2017

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