

## Mid Devon District Council

### Audit Committee

Tuesday, 19 September 2017 at 5.30 pm  
Exe Room, Phoenix House, Tiverton

Next ordinary meeting  
Tuesday, 21 November 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. **Minutes of the previous meeting** (*Pages 5 - 10*)

To approve as a correct record the minutes of the special meeting held on 17 July 2017 (copy attached).

4. **Chairman's Announcements**

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

5. **Performance and Risk for 2017-18** *(Pages 11 - 40)*

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 2017-18 as well as providing an update on the key business risks.

6. **Progress update on the Annual Governance Statement Action Plan** *(Pages 41 - 46)*

To receive a report from the Internal Audit Team Leader providing the Committee with an update on progress made against the Annual Governance Statement 2016/17 Action Plan.

7. **Internal Audit Progress Report** *(Pages 47 - 54)*

To receive a report from the Audit Manager updating the Committee on the work performed by Internal Audit for the 2017/18 financial year.

8. **External Audit Progress Report and Update** *(Pages 55 - 70)*

To receive a progress report and update from Grant Thornton regarding progress in delivering their responsibilities as the Council's external auditors.

9. **Annual Audit letter from Grant Thornton** *(Pages 71 - 82)*

To receive the Annual Audit Letter from the external auditors summarising the key findings arising from the work they have conducted for the year ended 31 March 2017.

10. **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
- Annual Governance Statement Action Plan update
- Internal Audit Progress Report
- External Audit Progress Report

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

**Stephen Walford**  
Chief Executive  
Monday 11 September 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](mailto:slees@middevon.gov.uk)