

## Mid Devon District Council

### Audit Committee

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

Next ordinary meeting  
Tuesday, 23 January 2018 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 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 - 8)

To approve as a correct record the Minutes of the meeting held on 19 September 2017 (copy attached).

5. **Performance and Risk 2017/18** *(Pages 9 - 42)*

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 43 - 48)*

To receive a report from the Group Manager for Performance, Governance and Data Security providing the Committee with an update on progress made against the Annual Governance Statement 2016/17 Action Plan.

7. **Internal Audit Progress Report** *(Pages 49 - 66)*

To receive the Internal Audit Progress Report from the Deputy Head of the Devon Audit Partnership. This report is attached in two different formats, one is in the old style format and the other one is a revised format. The revised format is considered by many clients to be more informative, accessible and quicker to read. As well as considering the content of the report, the Committee is asked to consider if the new report meets its requirements and that they would like to receive it in the future.

8. **External Audit Progress Report** *(Pages 67 - 84)*

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

9. **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:

- Corporate Debt Recovery Policy (to be confirmed)
- Financial Regulations Review
- Performance and Risk
- AGS Action Plan update
- Internal Audit Progress Report
- External Audit Progress Report
- Grant Thornton – Grants Certification Report

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

**Stephen Walford**  
Chief Executive  
Monday 13 November 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)