

# Mid Devon District Council

## Audit Committee

Tuesday, 23 January 2018 at 5.30 pm  
Exe Room, Phoenix House, Tiverton

Next ordinary meeting  
Tuesday, 20 March 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. **Minutes of the previous meeting** (*Pages 5 - 10*)

Members to consider whether to approve the minutes as a correct record of the meeting held on 21 November 2017.

4. **Chairman's Announcements**

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

5. **Performance and Risk for 2017-18** *(Pages 11 - 44)*

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 and Action Plan** *(Pages 45 - 50)*

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. **Financial Regulations Review**

To receive a verbal update from the Director of Finance, Assets & Resources regarding some minor changes to the Financial Regulations.

8. **Internal Audit Progress Report** *(Pages 51 - 58)*

To receive a report from the Deputy Head of the Devon Audit Partnership monitoring the progress and performance of Internal Audit.

9. **Internal Audit Charter and Strategy 2018-19** *(Pages 59 - 74)*

To receive a report from the Devon Audit Partnership presenting the Committee with the Internal Audit Charter and Strategy for the effective operation of the internal audit service.

10. **Grant Thornton- Audit Progress Report and sector Update** *(Pages 75 - 90)*

To receive a report from Grant Thornton providing the Committee with a report on progress in delivering their responsibilities as the Council's external auditors.

11. **Grant Thornton - Certification work** *(Pages 91 - 94)*

To receive a letter from Grant Thornton outlining the certification work they have undertaken for Mid Devon District Council for the year ended 31 March 2017.

12. **Grant Thornton - External Audit Plan** *(Pages 95 - 110)*

To receive a report from Grant Thornton providing the Committee with an overview of the planned scope and timing of the statutory audit of Mid Devon District Council.

### 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
- Progress update on the AGS and Action Plan
- Internal Audit Progress Report and Update
- Corporate Debt Recovery Policy
- Draft Four Year Strategic Audit Plan for 2018/19 to 2021/22
- Risk and Opportunity Management Strategy
- Grant Thornton – External Audit Progress Report and Update
- Grant Thornton – Audit Plan for Mid Devon District Council
- Chairman’s Annual Report for 2017/18

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

**Stephen Walford**  
Chief Executive  
Monday 15<sup>th</sup> January 2018

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

Fax:

E-Mail: [slees@middevon.gov.uk](mailto:slees@middevon.gov.uk)