

# Mid Devon District Council

## Audit Committee

Tuesday, 29 May 2018 at 5.30 pm  
Exe Room, Phoenix House, Tiverton

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. **Election of Chairman**  
To elect a Chairman of the Audit Committee for the municipal year 2018/19.
2. **Election of Vice Chairman**  
To elect a Vice Chairman of the Audit Committee for the municipal year 2018/19.
3. **Apologies**  
To receive any apologies for absence.
4. **Public Question Time**  
To receive any questions relating to items on the Agenda from members of the public and replies thereto.
5. **Declaration of Interests under the Code of Conduct**  
Councillors are reminded of the requirement to declare any interest, including the type of interest, and reason for that interest, either at this stage of the meeting or as soon as they become aware of that interest.
6. **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 20 March 2018.

7. **Chairman's Announcements**  
To receive any announcements that the Chairman may wish to make.
8. **Performance and Risk for 2017/18** (*Pages 11 - 48*)  
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.
9. **Progress update on the Annual Governance Statement Action Plan** (*Pages 49 - 54*)  
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.
10. **Internal Audit Annual Report 2017/18** (*Pages 55 - 72*)  
To receive a report from the Audit Manager updating the Committee on the work performed by Internal Audit during the 2017/18 financial year as required by the Public Sector Internal Audit Standards.
11. **Draft Annual Report and Accounts 2017/18** (*Pages 73 - 182*)  
To receive a report from the Director of Finance, Assets and Resources presenting the draft annual report and accounts for 2017/18 to Members.
12. **Update on outstanding Audit recommendations**  
To receive a verbal update from the Group Manager for Financial Services regarding outstanding Audit recommendations.
13. **External Audit Progress Report & Update** (*Pages 183 - 194*)  
To receive a report from Grant Thornton providing a progress update on delivering their responsibilities as the Council's external auditors.
14. **Grant Thornton - 2018/19 Fee Letter** (*Pages 195 - 198*)  
To receive the annual fee letter from Grant Thornton.
15. **Start time of meetings**  
To agree the start time of meetings for the remainder of the municipal year.
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:
  - Annual Governance Statement
  - Annual Report and Accounts for 2017/18
  - Grant Thornton Audit Findings 2017/18

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

**Stephen Walford**  
Chief Executive  
Friday 18 May 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  
E-Mail: [slees@middevon.gov.uk](mailto:slees@middevon.gov.uk)