

Mid Devon District Council

Audit Committee

Tuesday, 18 September 2018 at 5.30 pm
Exe Room, Phoenix House, Tiverton

Next ordinary meeting
Tuesday, 20 November 2018 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. **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.
3. **Public Question Time**
To receive any questions relating to items on the Agenda from members of the public and replies thereto.
4. **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 16 July 2018.
5. **Chairman's Announcements**
To receive any announcements that the Chairman may wish to make.

6. **Performance and Risk for 2018-19** (*Pages 11 - 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.
7. **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 2017/18 Action Plan.
8. **Internal Audit Progress Report 2018-19** (*Pages 49 - 56*)
To receive a report from the Head of the Devon Audit Partnership monitoring the progress and performance of Internal Audit.
9. **Effectiveness of the Audit Committee - Self-Assessment** (*Pages 57 - 62*)
To receive a report from the Deputy Head of the Devon Audit Partnership considering the Chartered Institute of Public Finance and Accountancy (CIPFA) self-assessment checklist for Audit Committees.
10. **Audit Progress Report and Sector Update from Grant Thornton** (*Pages 63 - 74*)
To receive a report from Grant Thornton providing the Committee with a progress update on delivering their responsibilities as the Council's external auditors.
11. **Annual Audit Letter from Grant Thornton** (*Pages 75 - 88*)
To receive the Annual Audit Letter from Grant Thornton summarising the key findings arising from the work they have carried out at Mid Devon District Council and its subsidiary for the year ended 31 March 2018.
12. **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
 - Anti-Fraud and Corruption and Anti-Money Laundering Policies
 - Data Quality Policy
 - 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 10 September 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 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

Public Wi-Fi is available in all meeting rooms.