

EAST DEVON DISTRICT COUNCIL

Minutes of a Meeting of the Audit & Governance Committee held in the Council Chamber at Knowle, Sidmouth on 16 November 2017

Attendance list at end of document

The meeting started at 2.30pm and ended at 3.05pm.

***27 Chairman's welcome**

The Chairman welcomed everyone to the meeting.

***28 Public Speaking**

There were no members of the public present.

***29 Minutes**

The minutes of the Audit and Governance Committee meeting held on 21 September 2017 were confirmed and signed as a true record.

***30 Declarations of Interest**

Minute 34 Cllr S Hall – Partner on LED Board of Trustees

Minute 34 Cllr B Nash – Partner on LED Board of Trustees

Minute 34 Cllr J Humphreys – Member of Exmouth Regeneration Board

Minute 34 Cllr Ian Thomas – Director of Exeter Science Park Company

***31 Annual Audit Letter**

Rob Andrews, Manager from KPMG explained that the Annual Audit Letter summarised the outcome from the audit work at East Devon District Council in relation to the 2016/17 audit year. Although it was addressed to Members it was also intended to communicate key messages to relevant external stakeholders, including members of the public.

RESOLVED:

that the Audit Letter be noted.

***32 Audit Committee Progress report**

Darren Gilbert Director, KPMG provided the Committee with an overview on progress in delivering their responsibilities as the external auditors.

RESOLVED:

that the report be noted.

***33 Future of External Audit 2018/19 onwards**

The Strategic Lead Finance updated members on the recent tender and selection process for the Council's External Auditor in relation to auditing the 2018/19 Accounts onwards. Grant Thornton had been appointed to be the external auditors as from 2018/19 accounting period.

RESOLVED:

that the outcome of the recent procurement exercise to appointment the Council's external auditors be noted.

***34 Partnership Register**

The report by the Management Information Officer supplied Partnership information for the 2016/17 financial year until March 2017 to allow the Audit and Governance Committee to monitor the status of the Council's partnerships. This follows the year-end review of partnerships by responsible officers for 2016/17.

RESOLVED:

that the current status of partnerships until March 2017 be noted.

***35 Internal Audit Planning**

David Hill Executive Director, SWAP gave a verbal update to the Committee. The review of the risk registers produced lists of audits and the number of audit days available. The Plan reflected any changes to the Council throughout the year. SWAP helped the Council to benchmark and use best practise which could then be seen as best practise the following year to other local authorities partnered with SWAP.

***36 Audit and Governance Forward Plan**

Members noted the contents of the Committee Forward Plan for 2017/18.

Items to be considered at the January 2018 committee included:

- Internal Audit Activity – Quarter 3 2017/18
- Audit Committee update
- Certification Report
- Risk management review – half year review
- Surveillance Commissioner's Report
- CIL Methodology update

RESOLVED:

that the Forward Plan be noted.

Attendance list

Councillors:

Mark Williamson (Chairman)
Dean Barrow (Vice Chairman)
Cherry Nicholas
Bill Nash
John Humphreys
Ben Ingham
Steve Hall

Cllr Ian Thomas - Portfolio Holder Finance

Apologies:

Steve Gazzard
John Dyson

Officers present:

Simon Davey, Strategic Lead – Finance
Mark Williams – Chief Executive
Amanda Coombes, Democratic Services Officer

Darren Gilbert, Director, KPMG
David Hill, Executive Director, SWAP
Georgina Teale, Senior Auditor, SWAP

Chairman Date.....