

# West Devon Audit Committee



West Devon  
Borough  
Council

<b>Title:</b>	<b>Agenda</b>
<b>Date:</b>	<b>Tuesday, 12th March, 2019</b>
<b>Time:</b>	<b>2.00 pm</b>
<b>Venue:</b>	<b>Chamber - Kilworthy Park</b>
<b>Full Members:</b>	<p style="text-align: center;"><b>Chairman</b> Cllr Davies <b>Vice Chairman</b> Cllr Ball</p> <p><i>Members:</i> Cllr Cann OBE Cllr Stephens Cllr Hockridge Cllr Watts Cllr Lamb</p>
<b>Interests – Declaration and Restriction on Participation:</b>	Members are reminded of their responsibility to declare any disclosable pecuniary interest not entered in the Authority's register or local non pecuniary interest which they have in any item of business on the agenda (subject to the exception for sensitive information) and to leave the meeting prior to discussion and voting on an item in which they have a disclosable pecuniary interest.
<b>Committee administrator:</b>	Member.Services@swdevon.gov.uk

**1. Apologies for absence**

**2. Declarations of interest**

Members are invited to declare any personal or disclosable pecuniary interests, including the nature and extent of such interests they may have in any items to be considered at this meeting.

If Councillors have any questions relating to predetermination, bias or interests in items on this Agenda then please contact the Monitoring Officer in advance of the meeting.

**3. Items Requiring Urgent Attention**

To consider those items which, in the opinion of the Chairman, should be considered by the Meeting as matters of urgency (if any).

**4. Confirmation of Minutes**

**1 - 4**

Meeting held on 22 January 2019

**5. Audit Progress Report and Sector Update**

**5 - 18**

Report of Grant Thornton

**6. Grant Thornton's External Audit Commitment**

**19 - 20**

Report of Grant Thornton

**7. Draft Budget Book 2019/20**

**21 - 38**

Report of the Head of Finance Practice and Specialist – Accountant

**8. Review of the Council's Constitution: Rules of Procedure, Members' Planning Code of Practice and Petition Scheme**

**39 - 84**

Report of the Specialist – Democratic Services

**9. Devon Audit Partnership - Non-Voting Partner**

**85 - 90**

Report of the Strategic Finance Lead

**10. 2019/20 Internal Audit Plan**

**91 - 100**

Report of the Audit Manager

**11. Update on Progress on the 2018/19 Internal Audit Plan**

**101 - 118**

Report of the Audit Manager

	<b><i>Page No</i></b>
<b>12. Shared Services Methodology 2018/19</b>	<b>119 - 128</b>
Report of the Head of Finance Practice	
<b>13. Strategic Risk &amp; Opportunity Monitoring - Regular Update</b>	<b>129 - 142</b>
Report of the Strategic Finance Lead and Business Development Group Manager	