

Forde House
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14 March 2018

AUDIT SCRUTINY COMMITTEE

Dear Councillor

You are invited to a meeting of the above Committee which will take place on **Thursday, 22nd March, 2018** in the Council Chamber, Forde House, Brunel Road, Newton Abbot, TQ12 4XX at **10.00 am**

Yours sincerely

NEIL AGGETT
Democratic Services Manager

Distribution:

- (1) The Members of the Audit Scrutiny Committee (subject to confirmation of Executive Members by the Leader)

Councillor Chris Clarence (Chairman)
Councillor Ted Hockin (Vice-Chairman)
Councillor Alistair Dewhirst
Councillor Timothy Golder
Councillor Mike Haines
Councillor Ann Jones
Councillor Bill Thorne
Councillor Martin Wrigley

A link to the agenda on the Council's website is emailed FOR INFORMATION (less reports (if any) containing Exempt Information referred to in Part II of the agenda), to:

- (1) All other Members of the Council
(2) Representatives of the Press
(3) Requesting Town and Parish Councils

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

Public Access Statement

- There is an opportunity for members of the public to ask questions at this meeting. Please submit your questions to comsec@teignbridge.gov.uk by **12 Noon** on the Friday before the meeting.
- If you would like this information in another format, please telephone 01626 361101 or e-mail info@teignbridge.gov.uk
- Agendas and reports are normally published on the Council's website <http://www.teignbridge.gov.uk/agendas> 5 working days prior to the meeting. If you would like to receive an e-mail which contains a link to the website for all forthcoming meetings, please email comsec@teignbridge.gov.uk
- Reports in Parts I and III of this agenda are for public information. Any reports in Part II are exempt from publication due to the information included, under the provisions of the Local Government Act 1972.

AGENDA

Part I

1. Apologies for Absence
2. Minutes of the previous meeting
The minutes of the meeting (previously circulated) held on 14 December 2017 were signed as a true and accurate record.
3. Agreement of the agenda between Parts I and II
4. Matters of urgency/matters or report especially brought forward with the permission of the Chairman.
5. Declarations of Interest.
6. Grant Thornton Reports (Pages 1 - 36)
 - Committee update.
 - 2018/19 Audit Plan
 - Assurance responses (to follow).
7. Internal Audit Quarterly Progress Report (Pages 37 - 42)
The report provides information on the work undertaken by the Internal Audit Section and the level of assurance gained for each area audited.
8. Risk Based Verification Policy (Pages 43 - 46)
The report seeks comment on amendments to the policy to enable continued administration of new claims for housing benefit and council tax support.

9. Updated Treasury Management Policy Statement and Lending List (Pages 47 - 56)
The report provides detail of the updated Lending List and Strategy.
10. Internal Audit Plan 2018-2019 (Pages 57 - 76)
The Plan sets out the plan of internal work to ensure the adequacy of the control environment.
11. Financial Instructions and Contract Procedure Rules Waivers (Pages 77 - 80)
The report provides information on the number of times the financial instructions or contract procedures rules have been waived.
12. Work Programme:
 - to identify areas of work for future meetings of the Committee;
 - to identify any training needs.
13. Forde House Campus - update
To receive a verbal update report on car parking and other measures associated with the new arrangements at Forde House.

Part II (Private)

Items which may be taken in the absence of the Public and Press on the grounds that Exempt Information may be disclosed.

14. Risk Based Policy Appendix (Pages 81 - 86)