

## DEVON AUDIT PARTNERSHIP COMMITTEE

8 July 2019

Present:-

Devon County Council:-

Councillors J Clatworthy and G Gribble

Other Council Representatives

Councillor Robert Loxton, Torbay Council  
Councillor Margaret Corvid, Plymouth City Council  
Councillor Lorraine Parker-Delaz-Ajete, Plymouth City Council  
Councillor Philip Hackett, Torridge District Council  
Councillor Bob Evans, Mid Devon District Council  
Councillor Claire Hodson, Torridge District Council  
Councillor Andrew Moore, Mid Devon District Council

Apologies:-

Councillor Rick Heyse, Torbay Council

### 46 **Election of Chair**

The Chairship is held on a rotational basis with each Council having a Member serve alternately for one year. Torridge have recently held the Chairship and it is therefore Mid Devon's turn to hold the post of Chair for one year from the date of this meeting.

**RESOLVED** that Councillor Evans be elected Chair for the ensuing year.

### 47 **Election of Vice-Chair**

The Vice-Chair shall be elected from a Council other than that which currently holds the Chairship.

**RESOLVED** that Councillor Gribble be elected Vice-Chair for the ensuing year.

### \* 48 **Minutes**

**RESOLVED** that the Minutes of the meeting held on 11 March 2019 be signed as a correct record subject to the following amendment to minute 41:

that the Committee will need to approve any prospective move to 'full' member status for both South Hams District Council and West Devon Borough Council and as such a further report will be brought to the Committee in due course.

### \* 49 **Items Requiring Urgent Attention**

There was no item raised as a matter of urgency.

### \* 50 **Devon Audit Partnership - Analysis of Business by Sector**

The Committee considered the Report of the Head of Devon Audit Partnership (CT/19/56) following a request from members at the 11 March 2019 meeting for a breakdown per sector of the audit work undertaken by Devon Audit Partnership.

The Head of Partnership and Members discussed and noted, in particular:

- the anticipated joining of South Hams District and West Brough Council's to the Partnership from 1 September 2019 as non-voting partners subject to the completion of legal terms.
- the Partnership has been set up as a Teckal compliant organisation. This means that trading with non-partner organisations is possible, but it is expected that this will be limited to around 20% of turnover each year.

It was **MOVED** by Councillor Loxton, **SECONDED** by Councillor Parker-Delaz-Ajete and

**RESOLVED**

that the Committee notes the analysis as set out below showing internal audit business by sector.

\* 51

**Devon Audit Partnership - Revenue Outturn Position 2018/19**

The Committee considered the Report of the Head of Devon Audit Partnership (CT/19/57) setting out the revenue outturn position and changes between Month 10 and year end, the balance sheet as at 31 March 2019, the Accounting Statement, the Annual Internal Audit Report for 2018/19 and the Annual Governance Statement.

Members noted:

- a confirmed operating surplus of £26,446. £6,398 from Internal Audit and Risk Management Services, and £20,048 with regards Counter Fraud Services. The targeted surplus has been achieved mostly around accommodation costs savings.
- the impact multiple incidents of long-term sickness or maternity leave could potentially have on DAP.
- the use of a rolling programme of apprentices within DAP to ensure the workforce does not remain too static.

It was **MOVED** by Councillor Hackett, **SECONDED** by Councillor Moore and

**RESOLVED**

- (a) that the Devon Audit Partnership Revenue Outturn Position Report 2018/19 be noted.
- (b) that the Devon Audit Partnership balance sheet as at 31 March 2019 and the balances contained be noted.
- (c) that the Accounting Statement prepared in accordance with the (former) small bodies return format be noted.
- (d) that approval be given for the Chair to sign the Annual Governance Statement.
- (e) that the Annual Internal Audit Report for 2018/19 be noted.

\* 52

**Devon Audit Partnership - Annual Report 2018/19**

The Committee considered the Report of the Head of Devon Audit Partnership (CT/19/58) outlining the progress made by the Partnership during the year; the ongoing development of arrangements with partners; the successful tender bid to Devon and Somerset Fire and

Rescue Service for internal audit support and the continued high level of customer satisfaction achieved.

Members congratulated officers on the work of the Counter Fraud Team who have been successful in winning the *Fighting Fraud and Corruption Award*.

Members noted:

- a fall in the percentage of chargeable time with 3 staff on maternity leave.
- a slight backlog in terms of drafting reports within the target of 15 days.
- the use of agency staff. The Head of the Partnership advised that the flexibility the use of a small pool of experienced agency workers was invaluable in being able to accept work DAP would not otherwise have the capacity to undertake.

It was **MOVED** by Councillor Corvid, **SECONDED** by Councillor Moore and

**RESOLVED**

- (a) that progress made by the Devon Audit Partnership during the 2018/19 financial year be noted.
- (b) that the successful transfer of the Counter Fraud Service to the Partnership during 2018/19 be noted.
- (c) that the continued high level of customer satisfaction achieved by the Partnership be noted.

\* 53

**Future Meetings**

The next meeting is scheduled for 11 November 2019.

**\*DENOTES DELEGATED MATTER WITH POWER TO ACT**

The Meeting started at 10.30 am and finished at 11.12 am