

Please reply to: Jo Doney
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To: Chairman & Members of the Audit Committee
(Cllrs Bramble, Bruce-Spencer, Gorman, Jones and Pennington);

Our Ref: CS/JD

cc: Cllr Hicks (Lead Executive Member)
Remainder of the Council;
Usual press and officer circulation.

6 June 2012

Dear Councillor

A meeting of the **Audit Committee** will be held in the **Cary Room**, Follaton House, Plymouth Road, Totnes on **Thursday 14 June 2012 at 10.30am** when your attendance is requested.

Yours sincerely

Jo Doney
Member Support Officer

<p>FOR ANY QUERIES ON THIS AGENDA PLEASE CONTACT JO DONEY MEMBER SUPPORT OFFICER ON DIRECT LINE 01803 861466</p>

A G E N D A

1. **Minutes** – to approve as a correct record and authorise the Chairman to sign the minutes of the Audit Committee held on 5 April 2012 (pages i to viii) and of the joint meeting of the Audit and Standards Committees held on 5 April 2012 (pages ix to xi);
2. **Urgent Business** - brought forward at the discretion of the Chairman;
3. **Division of Agenda** - to consider whether the discussion of any item of business is likely to lead to the disclosure of exempt information;
4. **Declarations of Interest** - Members are invited to declare any personal or prejudicial interests, including the nature and extent of such interests, they may have in any items to be considered at this meeting;
5. **Audit Commission – Audit Committee Update 2011/12** – to consider a report which provides the Committee with a report on progress (pages 1 to 9);
6. **Review of the Effectiveness of the System of Internal Audit 2011/12** – to consider a report that provides Members with assurance that the System of Internal Audit is in place and effective (pages 10 to 19);

7. **Joint Anti-Money Laundering Policy** – to consider a report which seeks to recommend approval of a revised Anti-Money Laundering Policy (pages 20 to 34);
8. **Internal Audit – Annual Report and Opinion on the Adequacy of Internal Control 2011/12** – to consider a report with **EXEMPT appendices** that summarises and informs Members of the principal activities of the Internal Audit section of Financial Services during 2011/12 (pages 35 to 56).

N.B. Legal and financial officers will not, as a general rule, be present throughout all meetings, but will be on standby if required. Members are requested to advise Member Support Services in advance of the meeting if they require any information of a legal or financial nature.

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MEMBERS ARE REQUESTED TO SIGN THE ATTENDANCE REGISTER

THIS AGENDA HAS BEEN PRINTED ON ENVIRONMENTALLY FRIENDLY PAPER

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Members of the public may wish to note that the Council's meeting rooms are accessible by wheelchairs and have a loop induction hearing system

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