

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 Wright (Executive Member)  
Remainder of the Council;  
Usual press and officer circulation.

11 September 2013

Dear Councillor

A meeting of the **Audit Committee** will be held in the **Cary Room**, Follaton House, Plymouth Road, Totnes on **Thursday 19 September 2013 at 2.00 p.m.** when your attendance is requested.

Yours sincerely

Jo Doney  
Member Support Officer

**FOR ANY QUERIES ON THIS AGENDA PLEASE CONTACT JO DONEY  
MEMBER SUPPORT OFFICER ON DIRECT LINE 01803 861466**

## **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 18 July 2013 (pages 1 to 4);
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. **Grant Thornton – Review of the Council’s Arrangements for Securing Financial Resilience for South Hams District Council** (pages 5 to 35);
  6. **Grant Thornton – The Audit Findings for South Hams District Council** (2012-2013) (pages 36 to 66);
  7. **Annual Governance Statement 2012/13 Update** – to consider a report that provides public confirmation that the Council has a sound framework of governance and system of internal control and to include an oral update from the Head of Assets on Dartmouth Embankment (pages 67 to 89);
  8. **Audited Annual Statement of Accounts 2012/13** – to consider a report that presents a summary of net revenue and capital expenditure for Members consideration and seeks approval of the audited Statement of Accounts for 2012/13 (pages 90 to 203);
  9. **New Budget Process and Monitoring – Next Steps** – to confirm the areas that the newly formed Joint Scrutiny task and finish group be asked to investigate;
  10. **Internal Audit – Progress Against the 2013/14 Plan** – to consider a report which informs Members of the principle activities and findings of the Council’s Internal Audit Team for 2013/14 to 31 July 2013 (pages 204 to 226)
  11. **Strategic Risk Assessment – Six Monthly Update** - to consider a report that sets out the current corporate strategic risk assessment and a summary of the management and mitigation actions to address the identified risks, with **EXEMPT** appendices (pages 227 to 251);
- 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**

If you or someone you know would like this publication in a different format, such as large print or a language other than English, please call Darryl White on 01803 861247 or by email at: [darryl.white@southhams.gov.uk](mailto:darryl.white@southhams.gov.uk)

**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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