

Please reply to: Jo Doney
Service: Corporate Services
Direct Telephone: 01803 861466
E-Mail: Jo.Doney@southhams.gov.uk

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

Our Ref: CS/JD

cc: Cllr Wright (Executive Member for Finance and Audit)
Cllr Saltern (Executive Member for Corporate Services);
Remainder of the Council;
Usual press and officer circulation.

26 March 2014

Dear Councillor

A meeting of the **Audit Committee** will be held in the **Cary Room**, Follaton House, Plymouth Road, Totnes, on **Thursday 3 April 2014 at 10.00 am** 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 16 January 2014 (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 they may have, including the nature and extent of such interests, in any items to be considered at this meeting;

5. **Verbal presentation from Mr Mark Gayler, Assistant County Treasurer, Investments and Treasury Management from Devon County Council**
 6. **Grant Thornton SHDC Audit Committee Update** – to consider a report which provides the Audit Committee with a progress update on how the External Auditor is delivering its responsibilities to the Council (pages 5 to 23);
 7. **Grant Thornton SHDC Audit Plan** – to consider a report which presents Grant Thornton’s Audit Plan for 2013/14 (pages 24 to 40);
 8. **Response to Grant Thornton Publication – Audit Committee Update for South Hams District Council; and Update on the Future of Local Audit** – to consider a report which provides Members with the responses to the questions posed in the Grant Thornton Publication – Audit Committee Update for South Hams District Council dated 16 January and presented to the January 2014 Audit Committee and an update relating to the Government legislation (Local Audit and Accountability Act 2014) and Future of Local Audit following the disbanding of the Audit Commission and the new local public audit framework (pages 41 to 54).
 9. **Internal Audit: Charter and Strategy – 2014/15** – to consider a report which allows the Committee to review and comment upon the Internal Audit Charter and Strategy for 2014/15 (pages 55 to 77);
 10. **Internal Audit – Plan for 2014/15** – to consider a report which provides the Committee with the opportunity to review and comment upon the internal audit plan for 2014/15 (pages 78 to 93);
 11. **Progress Against the Internal Audit Plan – 2013-14** – to consider a report that sets out the principal activities and the findings of the Council’s Internal Audit Team for 2013/14 to 28 February 2014 (pages 94 to 114).
 12. **Checklist from the Audit Commission Document: Protecting The Public Purse 2013 (Fighting Fraud against Local Government)** – to consider a report which informs the Committee of the position of the Council against the checklist (pages 115 to 131);
 13. **Annual Review of the Council’s Constitution** – to consider a report which presents the Annual Review of the Council Constitution (pages 132 to 136);
 14. **Strategic Risk Assessment – Six Monthly Update** – a consider a report with **EXEMPT** appendices which presents the six monthly update to the Committee on the Strategic Risk Assessment (pages 137 to 161).
- 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

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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