

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

Our Ref: CS/DW

cc: Cllr Ward (lead Executive Member for Support Services)  
Remainder of the Council;  
Usual press and officer circulation.

22 December 2014

Dear Councillor

A meeting of the **Audit Committee** will be held in the **Cary Room**, Follaton House, Plymouth Road, Totnes, on **Thursday, 8 January 2015 at 10.00 am** when your attendance is requested.

Yours sincerely

Darryl White  
Democratic Services Manager

<p><b>FOR ANY QUERIES ON THIS AGENDA PLEASE CONTACT DARRYL WHITE DEMOCRATIC SERVICES MANAGER ON DIRECT LINE 01803 861247</b></p>
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## **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 September 2014 (pages 1 to 5);
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 disclosable pecuniary interests they may have, including the nature and extent of such interests, in any items to be considered at this meeting;
5. **Report on Value for Money for SHDC** – to consider a report that summarises the findings from Grant Thornton’s work supporting their ‘Value for Money’ conclusions (pages 6 to 26);
6. **The Annual Audit Letter for SHDC** – to consider a report that summarises the key findings arising from the work that Grant Thornton has carried out at the Council for the year ended 31 March 2014 (pages 27 to 33);

7. **Protecting the Public Purse Fraud Briefing 2014** – to consider an Audit Commission report on protecting the public purse (pages 34 to 45);
  8. **South Hams District Council Audit Committee Update** – to consider a Grant Thornton report that provides the Committee with a report on progress in delivering their responsibilities (pages 46 to 62);
  9. **Internal Audit – Revision of and Progress Against the 2014/15 Plan** – to consider a report that informs Members of the principal activities and findings of the Council's Internal Audit team for 2014/15 to 30 November 2014 (pages 63 to 82);
  10. **Strategic Risk Assessment – Six Monthly Update** – to consider a report that presents the required six monthly update on the Strategic Risk Assessment (pages 83 to 108).
- 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 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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