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**South Downs National Park Authority  
Audit Committee**

9 January 2012

A meeting of the Audit Committee will be held at **10.30am** on **Wednesday 18 January** at **Capron House, North Street, Midhurst, West Sussex GU29 9DT**

**Richard Shaw**  
Chief Executive (National Park Officer)

**Agenda**

**PART I**

- 1. Apologies**
- 2. Election of Committee Deputy Chair**
- 3. Declarations of Interest**

Members and officers are invited to make any declarations of personal or prejudicial interests that they may have in relation to items on the agenda and are reminded to make any declaration at any stage during the meeting if it then becomes apparent that this may be required when a particular item or issue is considered.

- 4. Minutes**

To approve as a correct record the minutes of the Audit Committee meeting held on 27 September 2011 (page 1)

- 5. Urgent Matters**

To consider any matter not on the agenda which the Chair of the meeting agrees should be considered as a matter of urgency due to special circumstances

- 6. Public Participation**

To hear questions or comments from members of the public present at the meeting

- 7. Strategic Risk Register**

To consider a report from the Director of Corporate Services (Report AC 01/12, page 6)

- 8. Review of Risk Management Strategy**

To consider a report from the Director of Corporate Services (Report AC 02/12, page 13)

- 9. Internal Audit Progress and Implementation Report**

To consider a report from the Internal Auditor and Monitoring Officer (Report AC 03/12, page 15)

**10. Report on Major Procurement Tenders and Internal Audit Recommendations**

To consider a report from the Director of Corporate Services (Report AC 04/12, page 20)

**11. 2010/11 Annual Audit Letter**

To note the report and Letter (Report AC 05/12 page 24)

**12. Review of the Effectiveness of the Audit Committee**

To consider a report from the Chief Finance Officer (Report AC 06/12 page 25)

**13. Draft Code of Corporate Governance**

To consider a report from the Monitoring Officer (Report AC 07/12 page 33)

**14. Items for Next Committee Meeting**

To consider items for the next meeting of the Audit Committee

**15. Exclusion of Public and Press**

The Committee is asked to consider whether, in respect of the following item, the public, including the press, should be excluded from the meeting on the grounds of exemption under Part I of Schedule 12A to the Local Government Act 1972 as indicated against the item having regard to the reasons set out in the report

**PART II**

The papers for the next item **are enclosed for members of the Audit Committee only (yellow paper)**. However, a summary of the matters dealt with under the Part II item referred to is attached for all recipients of the Agenda

**16. Part II Minutes**

To approve as a correct record the Part II minutes of the Audit Committee held on 27 September 2011 (page 43)

***TO ALL MEMBERS OF THE AUDIT COMMITTEE***

Sebastian Anstruther  
Norman Dingemans  
Mark Kemp-Gee  
Sue Saville  
Sue Seward  
Kenneth Hunt (Independent Member of the Committee)  
Lewis Doyle (Independent Member of the Committee)  
Margaret Paren (ex officio Member)  
Charles Peck (ex officio Member)