



Brian Spears FCIH
Chief Executive

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6 June 2006

To: The Chairman and Members of the
AUDIT OVERVIEW COMMITTEE
(Councillors Shaw, Dickie, Jackson, Kellett, Leake,
Pitts, Syer and Walker).

Dear Sir/Madam,

A Special Meeting of the **AUDIT OVERVIEW COMMITTEE** will be held in the Town Hall, Durham,
on Monday 12 June 2006, at 5.30 p.m.

BUSINESS

1. Apologies for Absence.
2. Statement of Internal Control.
3. Audit and Inspection Plan 2006-2007.
4. Annual Audit and Inspection Letter 2004/2005.

Yours faithfully,

Chief Executive