

Your ref  
Our ref  
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30 April 2018

Dear Sir/Madam

### **AUDIT AND MEMBER STANDARDS COMMITTEE**

A meeting of the Audit and Member Standards Committee has been arranged to take place on **WEDNESDAY, 9TH MAY, 2018 at 6.00 PM IN THE COMMITTEE ROOM** District Council House, Lichfield to consider the following business.

Access to the Committee Room is via the Members' Entrance.

Yours faithfully

A handwritten signature in black ink, appearing to read 'Neil Turner'.

Neil Turner BSc (Hons) MSc  
**Director of Transformation & Resources**

**To: Members of Audit and Member Standards Committee**

Councillors Tittley (Chairman), Awty (Vice-Chair), Mrs Boyle, Marshall, Mosson, Rayner, Strachan, Mrs Tranter and Mrs Woodward



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## AGENDA

1. Apologies for Absence
2. Declarations of Interest
3. Minutes of the Previous Meeting 3 - 6
4. **Annual Governance Statement** 7 - 28  
*(Report of the Head of Finance & Procurement)*
5. **Housing Benefits Certification Work** 29 - 42  
*(Report of the Head of Finance & Procurement and Presentation by the External Auditors)*
6. **Annual Report of the Monitoring Officer re: complaints** 43 - 54  
*(Report of the Monitoring Officer)*
7. **Data Protection/GDPR** To Follow  
*(Report of the Head of Legal, Property & Democratic Services (Monitoring Officer))*
8. **Work Programme** 55 - 58  
*(Discussion Item)*

