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11 March 2020

Dear Sir/Madam

**AUDIT AND MEMBER STANDARDS COMMITTEE**

A meeting of the Audit and Member Standards Committee has been arranged to take place on **THURSDAY, 19TH MARCH, 2020 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 "Christie Tims".

Christie Tims  
**Head of Corporate Services and Monitoring Officer**

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

Councillors Greatorex (Chairman), Ho (Vice-Chair), Checkland, Grange, A Little, Norman, Robertson, Spruce and White



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## AGENDA

1. **Apologies for Absence**
2. **Declarations of Interest**
3. **Minutes of the Previous Meeting** 3 - 6
4. **Review of Accounting Policies** 7 - 28  
*(Report of the Head of Finance & Procurement)*
5. **Internal Audit Charter and Protocol** 29 - 68  
*(Report of Audit Manager)*
6. **Audit Plan for Lichfield District Council 2019/20** 69 - 86  
*(Report of the External Auditors)*
7. **Annual Audit Fee Letter** 87 - 92
8. **Informing the Audit Risk Assessment - Lichfield District Council** 93 - 112  
*(Report of the External Auditors)*
9. **Work Programme** 113 - 116

