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Monday, 19 April 2021

Dear Sir/Madam

**AUDIT AND MEMBER STANDARDS COMMITTEE**

A meeting of the Audit and Member Standards Committee has been arranged to take place on **TUESDAY, 27TH APRIL, 2021 at 6.00 PM** to consider the following business.

In light of the current Covid-19 pandemic and government advice on social distancing, the meeting will be held online and streamed live on the Council's [YouTube channel](#)

Yours faithfully

A handwritten signature in black ink, appearing to read 'Christie Tims'.

Christie Tims  
**Head of Governance and Performance**

**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 - 8
4. **Payment Card Industry Compliance outstanding action** 9 - 12  
*(Report of the Head of Corporate Services)*
5. **Annual Governance Statement** 13 - 38  
*(Report of the Head of Finance & Procurement)*
6. **Annual Report for Internal Audit (including Year-End Internal Audit Progress Report)** 39 - 78  
*(Report of Internal Audit presented by Head of Finance & Procurement)*
7. **Risk Management Update** 79 - 94  
*(Report of Internal Audit presented by Head of Finance & Procurement)*
8. **Chair of the Audit Committee's Annual Report to Council** 95 - 104  
*(Report of the Head of Governance & Performance/Monitoring Officer and Chair)*
9. **Review of the Effectiveness of the Audit & Member Standards Committee** 105 - 110  
*(Report of the Head of Governance & Performance/Monitoring Officer)*
10. **Annual Audit Fee Letter** 111 - 116  
*(Report of the External Auditors – Grant Thornton)*
11. **Investigation Report in relation to the disposal of public open space - Land at Leyfields & Netherstowe, Lichfield** 117 - 126  
*(Report of Stuart Evans, Legal Director, Anthony Collins Solicitors LLP)*

