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**District Council House, Frog Lane  
Lichfield, Staffordshire WS13 6YU**

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Tuesday, 14 September 2021

Dear Sir/Madam

**AUDIT AND MEMBER STANDARDS COMMITTEE**

A meeting of the Audit and Member Standards Committee has been arranged to take place **WEDNESDAY, 22ND SEPTEMBER, 2021 at 6.00 PM IN THE** District Council House, Lichfield to consider the following business.

Access to the is via the Members' Entrance.

In light of the current Covid-19 pandemic and government advice on social distancing, whilst this meeting will be held at the District Council Offices, a limited number of people can attend the meeting therefore it will be live streamed on the Council's [YouTube channel](#) for all members of the public to view. Only pre-agreed participants will be able to attend the meeting in addition to all the Members of the Committee and relevant Officers.

Yours faithfully

A handwritten signature in black ink, appearing to read 'Christie Tims', written over a light grey circular stamp.

Christie Tims  
**Head of Governance and Performance**

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

Councillors Spruce (Chair), Ho (Vice-Chair), Grange, Norman, Robertson, Silvester-Hall, White, M Wilcox, Sohal (External Auditor) and Rowley (External Auditor)



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## AGENDA

1. **Apologies for Absence**
2. **Declarations of Interest**
3. **Minutes of the Previous Meeting** **3 - 8**
4. **Statement of Accounts** **9 - 144**  
*(Report of the Head of Finance & Procurement)*
5. **Overview of the Council's Constitution in respect of Financial Procedure Rules** **145 - 206**  
*(Report of the Head of Finance & Procurement)*
6. **Local Audit Update** **207 - 218**  
*(Report of the Head of Finance & Procurement)*
7. **Overview of the Council's Constitution in respect of Contract Procedure Rules** **219 - 300**  
*(Report of the Procurement Manager)*
8. **Audit Findings Report for Lichfield District Council 20/21** **301 - 302**  
*(Report of External Audit)*
9. **Work Programme** **303 - 306**

