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19 March 2019

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, 27TH MARCH, 2019 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', is written in a cursive style.

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

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

Councillors Tittley (Chairman), Hault (Vice-Chair), Mrs Boyle, Marshall, 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** 5 - 10
4. **Review of Accounting Policies** 11 - 34  
*(Report of the Head of Finance & Procurement – Anthony Thomas)*
5. **Public Sector Internal Audit Standards & Quality Assurance & Improvement Programme** 35 - 48  
*(Report of the Audit Manager – Angela Struthers)*
6. **Internal Audit Charter and Protocol** 49 - 78  
*(Report of the Audit Manager – Angela Struthers)*
7. **Internal Audit Plan** 79 - 84  
*(Report of the Audit Manager – Angela Struthers)*
8. **2017/2018 Annual Report of the Monitoring Officer - Complaints** Verbal Report  
*(Head of Legal, Property & Democratic Services/Monitoring Officer – Bal Nahal)*
9. **Audit Committee LDC Progress Report and Update - Year Ended 31 March 2019** 85 - 102  
*(Report of the External Auditors – Grant Thornton)*
10. **Work Programme** 103 - 104
11. **Exclusion of Public and Press**

**RESOLVED:** “That as publicity would be prejudicial to the public interest by reason of the confidential nature of the business to be transacted, the public and press be excluded from the meeting for the following items of business, which would involve the likely disclosure of exempt information as defined in Paragraph 3 of Part 1 of Schedule 12A of the Local Government Act 1972”

### IN PRIVATE

12. **Confidential Minutes of the Previous Meeting** 105 - 106



*(Confidential Report of the Audit Manager – Angela Struthers)*



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