

Ask for Will Stevenson  
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**Lichfield**  
District Council

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

Customer Services 01543 308000  
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Tuesday, 10 September 2024

Dear Sir/Madam

**AUDIT COMMITTEE**

A meeting of the Audit Committee has been arranged to take place **WEDNESDAY, 18TH SEPTEMBER, 2024 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.

The meeting will be live streamed on the Council's [YouTube channel](#)

Yours faithfully

Kerry Dove  
**Chief Operating Officer**

**To: Members of Audit Committee**

Councillors P Taylor (Chair), Marshall (Vice-Chair), Hawkins, Ho, Robertson, J Smith, Vernon and Woodward



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## AGENDA

1. Apologies for Absence
2. Declarations of Interest
3. Minutes of the Previous Meeting 5 - 8
4. Outstanding Audit Recommendations 9 - 12

5. **Exclusion of Press and Public**

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 item (Item 6) of business, which would involve the likely disclosure of exempt information as defined in Paragraph 7 of Part 1 of Schedule 12A of the Local Government Act 1972"

IN PRIVATE

6. Confidential Items - Outstanding Audit Recommendations 13 - 14
7. **Counter Fraud Update Report including Counter Fraud & Corruption/Whistleblowing/Anti-Money Laundering/ Prevention of Tax Evasion Policies** 15 - 76  
Report of the Audit Manager
8. **PFCC Poll Card Printing Investigation Report** To Follow  
Report of the Elections & Democratic Manager – To Follow
9. **Annual Report of the Data Protection Officer** 77 - 82  
Report of the I.T. Manager
10. **Statement of Accounts 2023/24** 83 - 202  
Report of the Director for Finance, Regulation & Enforcement
11. **Audit Findings Report for Lichfield District Council 2023/24** 203 - 238  
Report of the External Auditors
12. Work Programme 239 - 242
13. **Exclusion of Press and Public**



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

14. Private Meeting with External Auditors



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