



## **Audit and Standards Committee (CDC)**

**Monday, 16 July 2018 at 6.30 pm**

**Large & Small Committee Room, King George V House, King George V Road, Amersham**

### **A G E N D A**

#### Item

1 Evacuation Procedures

2 Apologies for Absence

3 Minutes (*Pages 5 - 12*)

To approve the minutes of the Audit and Standards Committee held on 8 March 2018 and 15 May 2018.

4 Declarations of Interest

5 Presentation - Prudential Code Briefing (*Pages 13 - 24*)

6 Social Media Policy for Members (*Pages 25 - 28*)

*Appendix A: Social Media Policy for Members (Pages 29 - 38)*

*Appendix B: Social Media Guide (Pages 39 - 58)*

7 Review of Protocol on the role of the Independent Person (*Pages 59 - 60*)

*Appendix 1 (Pages 61 - 64)*

- 8        Complaints Monitoring Report (*Pages 65 - 68*)  
  
          *Appendix 1 (Pages 69 - 104)*
- 9        Case Law Update - Harvey v Ledbury Town Council (*Pages 105 - 108*)
- 10       Changes to Contract Procedure Rules (*Pages 109 - 114*)  
  
          *Appendix A (Pages 115 - 132)*
- 11       S106 Monitoring (*To Follow*)
- 12       Internal Audit - Interim Progress Report (*Pages 133 - 146*)
- 13       Internal Audit - Follow Up (*Pages 147 - 158*)
- 14       Annual Statement of Accounts (*Pages 159 - 166*)  
  
          *Appendix 1 (Pages 167 - 242)*
- 15       Annual Governance Report (*Pages 243 - 250*)  
  
          *Appendix 1 (Pages 251 - 254)*  
  
          *Appendix 2 (Pages 255 - 256)*  
  
          *Appendix 3 (Pages 257 - 258)*  
  
          *Appendix 4 (Pages 259 - 262)*
- 16       External Audit Annual Results Report (*Pages 263 - 314*)
- 17       External Audit Letter to Those Charged with Governance (*Pages 315 - 316*)  
  
          *Appendix 1 (Pages 317 - 318)*  
  
          *Appendix 2 (Pages 319 - 322)*
- 18       External Audit 1819 Fee Letter (*Pages 323 - 326*)
- 19       Purchase Card Spend Analysis (*Pages 327 - 328*)

20 Electoral Services Briefing Note (*Pages 329 - 330*)

A briefing note on Electoral Services is attached for Members' information following a request made at a previous meeting.

21 Audit Work Programme (*Pages 331 - 332*)

22 Standards Work Programme (*Pages 333 - 334*)

23 Exclusion of the Public (if required)

To resolve that under Section 100(A)(4) of the Local Government Act 1972 the public be excluded from the meeting for the following item(s) of business on the grounds that it involves the likely disclosure of exempt information as defined in Part I of Schedule 12A of the Act.

**Note:** All reports will be updated orally at the meeting if appropriate and may be supplemented by additional reports at the Chairman's discretion.

**Membership: Audit and Standards Committee (CDC)**

Councillors: J Gladwin (Chairman)  
A Bacon  
C Ford  
C Jackson  
R J Jones  
V Martin  
D Phillips  
N Varley  
C Wertheim  
C Langley (Independent Person)  
E Jones (Independent Person)

**Date of next meeting – Thursday, 11 October 2018**

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**Chief Executive:** Bob Smith  
**Director of Resources:** Jim Burness  
**Director of Services:** Steve Bambrick