

Capswood, Oxford Road, Denham, Bucks UB9 4LH **Telephone:** 01895 837200 **DX:** 40261 Gerrards Cross

www.southbucks.gov.uk

#### **DEMOCRATIC AND ELECTORAL SERVICES**

Dealt with by: Democratic Services Switchboard: 01895 837200

My Ref: e-mail: democraticservices@southbucks.gov.uk

Date: 16 September 2015 Direct Line: 01895 837225/837227

Dear Councillor

#### **AUDIT COMMITTEE**

The next meeting of the Audit Committee will be held as follows:

DATE: THURSDAY, 24TH SEPTEMBER, 2015

TIME: **6.00 PM** 

VENUE: ROOM 6, CAPSWOOD, OXFORD ROAD, DENHAM

Only apologies for absence received prior to the meeting will be recorded.

Yours faithfully

Jim Burness

## **Director of Resources**

To: The Audit Committee

Mr Bradford

Mr D Smith

Mrs Gibbs

Mr Hogan

Mr Hollis

Mr Sangster

### **Audio/Visual Recording of Meetings**

Please note: This meeting might be filmed, photographed, audio-recorded or reported by a party other than South Bucks District Council for subsequent broadcast or publication.

If you intend to film, photograph or audio record the proceedings or if you have any questions please contact the Democratic Services Officer (members of the press please contact the Communications Officer).



Acting Chief Executive: Bob Smith Director: Jim Burness (Resources)

#### **Declarations of Interest**

Any Member attending the meeting is reminded of the requirement to declare if he/she has a personal interest in any item of business, as defined in the Code of Conduct. If that interest is a prejudicial interest as defined in the Code the Member should also withdraw from the meeting.

AGENDA

## (Pages) 1. Apologies for absence 2. **Minutes** To confirm the minutes of the meeting held on 18 June 2015. (5 - 10)3. **Review of Code of Conduct and Complaints Procedure** To consider report of the Monitoring Officer. (11 - 14)Appendix 1 (15 - 22)Appendix 2 (23 - 34)4. Subscription to Standards Exchange To consider report of the Monitoring Officer. (35 - 36)5. **Standards Work Programme** To receive the current Standards Work Programme. 6. Farnham Park Charitable Trust Annual Report and Accounts 2014/15 Appendix A Appendix B 7. Farnham Park Charitable Trust Audit Completion Report

# (37 - 38)(39 - 44)(45 - 48)(49 - 70)To consider report of Wilkins Kennedy. (To Follow) (71 - 74)**Appendix Internal Audit Comparison Assurance Levels** (75 - 78)To consider report of TIAA. **Internal Audit Follow Ups 2014/15** To consider report of TIAA. (79 - 92)10. Internal Audit Progress Report 2014/15 & 2015/16 To consider report of TIAA. (93 - 108)11. Ernst & Young Audit Plan Update Year Ending 31 March 2015

(109 - 112)

To consider report of the Ernst & Young.

8.

9.

# 12. **Ernst & Young Local Government Audit Committee Briefing** To receive a briefing from Ernst & Young. (113 - 124)13. Final 2014/15 Statement of Accounts To consider report of the Director of Resources. (125 - 132)**Appendix** (133 - 200)14. **Ernst & Young Annual Results Report** To consider report of Ernst & Young. (201 - 220)**Appendix** (221 - 224)15. **Annual Fraud Report** To consider report of the Director of Resources. (225 - 228)16. **Risk Based Verification Policy** To consider report of the Director of Resources. (229 - 234)17. **Proposed Amendment to the Contracts Procedure Rules** To consider report of the Director of Resources. (235 - 238)(239 - 252)**Appendix** 18. **Audit Work Programme** To receive the current Audit work programme. (253 - 254)19. **Any Other Business** To consider any other business which the Chairman decides is urgent. 20. **Exclusion of Public** The Chairman to move the following resolution:-"That under Section 100(A)(4) of the Local Government Act 1972 the public be excluded from the meeting for the following item of business on the grounds that it involves the likely disclosure of exempt information as defined in Part 1 of Schedule 12A to the Act." 21. **Audit Management Arrangements** To consider report of the Director of Resources. (255 - 258)22. **Risk Based Verification Policy Appendix**

The next meeting is due to take place on Thursday, 21 January 2016

(259 - 264)

Appendix A referred to in item 16.