

### DEMOCRATIC AND ELECTORAL SERVICES

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Date:	20 June 2016	Direct Line:	01895 837225/837227

Dear Councillor

## AUDIT COMMITTEE

#### PLEASE NOTE START TIME OF 5.00 PM.

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

- DATE: TUESDAY, 28TH JUNE, 2016
- TIME: 5.00 PM

## VENUE: CEDAR ROOM, THE SOUTH BUCKINGHAMSHIRE

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).



# **Declarations of Interest**

Apologies for absence

1.

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)

2.	Minutes	
	To confirm the minutes of the meeting held on: 17 March 2016 10 May 2016	(5 - 6) (7 - 8)
3.	External Audit and certification fees 16/17 letter To note the External Audit Fee Letter from Ernst and Young for 16/17.	(9 - 12)
4.	Internal Audit Follow Up Report To consider the report of TIAA.	(13 - 34)
5.	Internal Audit 15/16 Progress Report Quarter 4 To consider report of TIAA.	(35 - 48)
6.	Annual Assurance Report 15/16 To consider report of TIAA.	(49 - 58)
7.	Internal Audit 16/17 Progress Report To consider report of TIAA.	(59 - 68)
8.	Annual Fraud Report To consider report of the Director of Resources.	(69 - 74)
9.	Annual Governance Statement 15/16 To consider the report of Director of Resources.	(75 - 100)
10.	Proposed amendments to the Procedure Rules To consider report of Head of Finance.	(101 - 104)
11.	Audit Committee Work Programme To receive the current work programme of the Audit Committee.	(105 - 106)
12.	Standards Work Programme 16/17 To receive the current Standards work programme.	(107 - 108)
13.	<b>Any Other Business</b> To consider any other business which the Chairman decides is urgent.	0
	The next meeting is due to take place on Thursday, 29 September 20	)16