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DEMOCRATIC AND ELECTORAL SERVICES

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Date: 20 September 2017 Direct Line: 01895 837225/837224

Dear Councillor

AUDIT COMMITTEE (SBDC)

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

DATE: THURSDAY, 28TH SEPTEMBER, 2017

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 (SBDC)

D Smith

D Anthony

P Griffin

L Hazell

G Hollis

R 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).



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

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** To receive any apologies for absence. 2. **Minutes** To confirm the minutes of the meeting held on 5 July 2017. (5 - 10)**Declarations of Interest** 3. To receive any declarations of interest 4. **Annual Review of Code of Conduct and Complaints Procedure** (11 - 16)Appendix 1: Adopted Code (17 - 24)Appendix 2: Member Complaints Procedure and Form (25 - 34)Appendix 3: Proposed Arrangements for dealing with complaints (35 - 70)5. **Committee on Standards in Public Life Annual Report** (71 - 72)Appendix 1: Setting the Standard (73 - 78)6. **Guidance for Councillors and Officers on Outside Bodies** (79 - 80)Appendix 1: Guidance Note for Councillors and Officers on Outside Bodies (81 - 94)7. **Standards Work Programme** (95 - 96)8. **Interim Progress Report on Internal Audit** (97 - 112)9. **Follow up of Internal Audit Recommendations Report** (113 - 122)10. **Comparison of Assurance Levels** (123 - 132)11. **Internal Audit - Assurance Review of Temporary Accommodation** (133 - 158)

12.	External Audit Results Report	(159 - 198)
13.	Statement of Accounts 2016/17	(199 - 206)
	Appendix 1 - Statement of Accounts 2016 / 17	(207 - 282)
14.	Farnham Park Charity - Outturn & Accounts 2016/17	(283 - 286)
	Appendix 1 - Charity Accounts 1617	(287 - 308)
15.	Management Report - Farnham Park Sports Fields	(309 - 326)
16.	Any Other Business	
	To consider any other business which the Chairman decides is urgent.	
17.	Audit Work Programme	
	To receive the current work programme of the Audit Committee.	(327 - 328)

The next meeting is due to take place on Thursday, 18 January 2018