



## Audit Committee

Date: 31 May 2018  
Time: 7.00 pm  
Venue: Committee Room 1  
District Council Offices, Queen Victoria Road, High Wycombe Bucks

### Membership

Chairman: Councillor M C Appleyard  
Vice Chairman: Councillor R J Scott

Councillors: G C Hall, M Hanif, A Lee, Ms C J Oliver, N J B Teesdale and R Wilson

### Standing Deputies

Councillors P R Turner, D A C Shakespeare OBE, C Whitehead and K Ahmed

**Fire Alarm** - In the event of the fire alarm sounding, please leave the building quickly and calmly by the nearest exit. Do not stop to collect personal belongings and do not use the lifts. Please congregate at the Assembly Point at the corner of Queen Victoria Road and the River Wye, and do not re-enter the building until told to do so by a member of staff.

**Filming/Recording/Photographing at Meetings** – please note that this may take place during the public part of the meeting in accordance with Standing Orders. Notices are displayed within meeting rooms.

## Agenda

Item		Page
1	<b>Apologies for Absence</b> To receive any apologies for absence.	
2	<b>Minutes</b> To confirm the minutes of the meeting held on 25 January 2018.	1 - 5
3	<b>Declarations of Interest</b> To receive any disclosure of disclosable pecuniary interests by Members relating to items on the agenda. If any Member is uncertain as to whether an interest should be disclosed, he or she is asked if possible to contact the District Solicitor prior to the meeting.  Members are reminded that if they are declaring an interest, they	

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	should state the nature of that interest whether or not they are required to withdraw from the meeting.
4	<b>2017/18 Service Performance: Annual</b> 6 - 13
5	<b>Health and Safety Annual Report 2017/18 &amp; Work Programme 2018/19</b> 14 - 29
6	<b>EY Audit Progress Report</b> 30 - 37
7	<b>EY Annual Fee Letter 2018/19</b> 38 - 41
8	<b>Annual Review of the Audit Committee's Terms of Reference</b> 42 - 48
9	<b>Proposed Internal Audit Programme 2018/19</b> 49 - 57
10	<b>Review of the Anti Fraud and Corruption Policy</b> 58 - 71
11	<b>Business Assurance Manager's Annual Report (Including the Local Code of Governance)</b> To Follow
12	<b>Draft Annual Governance Statement</b> To Follow
13	<b>Audit Committee Work Programme</b> 72 - 73
14	<b>Information Sheets</b> 74 - 76
	Submission of Information Sheets in so far as they affect this Committee. Members are reminded to give 24 hours notice if they wish to ask a question on an Information Sheet to ensure that an answer can be given at the meeting.
	<ul style="list-style-type: none"> <li>• 02/2018 RIPA Annual Report</li> </ul>
15	<b>Supplementary Items</b> If circulated in accordance with the five clear days' notice provision.
16	<b>Urgent Items</b> Any urgent items of business as agreed by the Chairman.

**For further information, please contact Jemma Durkan**  
**jemma.durkan@wycombe.gov.uk on 01494 421635,**  
**committeeservices@wycombe.gov.uk**