



**Committee:** AUDIT COMMITTEE  
**Date:** WEDNESDAY, 20 FEBRUARY 2019  
**Venue:** LANCASTER TOWN HALL  
**Time:** 6.10 P.M.

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

1. **Apologies for Absence**

2. **Minutes**

Minutes of meeting held on 28<sup>th</sup> November 2018 (previously circulated).

3. **Items of urgent business authorised by the Chairman**

4. **Declarations of Interest**

To receive declarations by Members of interests in respect of items on this Agenda.

Members are reminded that, in accordance with the Localism Act 2011, they are required to declare any disclosable pecuniary interests which have not already been declared in the Council's Register of Interests. (It is a criminal offence not to declare a disclosable pecuniary interest either in the Register or at the meeting).

Whilst not a legal requirement, in accordance with Council Procedure Rule 9 and in the interests of clarity and transparency, Members should declare any disclosable pecuniary interests which they have already declared in the Register, at this point in the meeting.

In accordance with Part B Section 2 of the Code Of Conduct, Members are required to declare the existence and nature of any other interests as defined in paragraphs 8(1) or 9(2) of the Code of Conduct.

5. **Audit Committee Terms of Reference** (Pages 1 - 5)

Report of the Internal Audit and Assurance Manager

6. **Internal Audit Charter** (Pages 6 - 15)

Report of the Internal Audit and Assurance Manager

7. **Internal Audit Strategy and Risk Based Plan 2019/20** (Pages 16 - 21)

Report of the Internal Audit and Assurance Manager

8. **Certification of Claims and Returns 2017/18** (Pages 22 - 25)  
Report of KPMG
9. **External Audit Planning Report for year ending 31 March 2019** (Pages 26 - 50)  
Report of Deloitte
10. **Periodic Discussion with the Internal Audit and Assurance Manager**  
Discussions with the Internal Audit and Assurance Manager.

## **ADMINISTRATIVE ARRANGEMENTS**

### **(i) Membership**

Councillors Abbott Bryning (Chairman), Colin Hartley (Vice-Chairman), Nathan Burns, Brett Cooper, Oliver Robinson, Malcolm Thomas and Nicholas Wilkinson

### **(ii) Substitute Membership**

Councillors Alan Biddulph (Substitute), Tim Hamilton-Cox (Substitute), Brendan Hughes (Substitute), Roger Mace (Substitute) and John Wild (Substitute)

### **(iii) Queries regarding this Agenda**

Please contact Sarah Moorghen, Democratic Services - telephone 01524 582132, or email [smoorghen@lancaster.gov.uk](mailto:smoorghen@lancaster.gov.uk).

### **(iv) Changes to Membership, substitutions or apologies**

Please contact Democratic Support, telephone 582170, or alternatively email [democraticsupport@lancaster.gov.uk](mailto:democraticsupport@lancaster.gov.uk).

SUSAN PARSONAGE,  
CHIEF EXECUTIVE,  
TOWN HALL,  
DALTON SQUARE,  
LANCASTER, LA1 1PJ

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