



**Lewes District Council**

**To all Members of the Audit and Standards Committee**

A meeting of the **Audit and Standards Committee** will be held in the **Ditchling Room, Southover House, Southover Road, Lewes** **Southover House, Southover Road, Lewes** on **Monday, 25 September 2017** at **10:00** which you are requested to attend.

***Please note the following:***

- **It is essential that this meeting is quorate, as the *Statement of Accounts* recommends that the Committee approve the 2016/17 accounts and authorises the Chair to sign the *Statement of Accounts* on the Committee's behalf. The accounts must be signed and published by 30 September 2017, hence the need for a decision at this meeting; and**
- **Immediately following the meeting there will be a refresher training session presented by the Head of Audit, Fraud & Procurement for members of the Committee.**

Please note the venue for this meeting which is wheelchair accessible and has an induction loop to help people who are hearing impaired.

This meeting may be filmed, recorded or broadcast by any person or organisation. Anyone wishing to film or record must notify the Chair prior to the start of the meeting. Members of the public attending the meeting are deemed to have consented to be filmed or recorded, as liability for this is not within the Council's control.

15/09/2017

Catherine Knight  
Assistant Director of Legal and Democratic Services

## **Agenda**

- 1 Minutes**  
To approve the Minutes of the meeting held on 19 June 2017 (copy previously circulated).
- 2 Apologies for Absence/Declaration of Substitute Members**
- 3 Declarations of Interest**  
Disclosure by councillors of personal interests in matters on the agenda, the nature of any interest and whether the councillor regards the interest as prejudicial under the terms of the Code of Conduct.
- 4 Urgent Items**  
Items not on the agenda which the Chair of the meeting is of the opinion should be considered as a matter of urgency by reason of special circumstances as defined in Section 100B(4)(b) of the Local Government Act 1972.
- 5 Written Questions from Councillors**  
To deal with written questions from councillors pursuant to Council Procedure Rule 12.3 (page D8 of the Constitution).
- 6 Preparation for Changes to Data Protection Legislation (page 4)**  
To receive the Report of the Deputy Chief Executive (Report No 134/17 herewith).
- 7 Annual Report on the Establishment and Maintenance of a Register of Interests 2017/2018 (page 10)**  
To receive the Report of the Monitoring Officer/Assistant Director of Legal and Democratic Services (Report No 135/17 herewith).
- 8 Interim Report on the Council's Systems of Internal Control 2017/18 (page 17)**  
To receive the Report of the Head of Audit and Counter Fraud (Report No 136/17 herewith).
- 9 Lewes District Council – Draft Code of Corporate Governance (page 26)**  
To consider the Report of the Head of Audit and Counter Fraud (Report No 137/17 herewith).
- 10 Lewes District Council - Grant Claims and Returns Certification - Audit for the year ended 31 March 2016 (page 40)**  
To consider the Report of BDO Accountants and Business Advisers (Report

No 138/17 herewith).

- 11 Lewes District Council - Audit for the year ended 31 March 2017 (page 49)**  
To consider the Report of BDO Accountants and Business Advisers (Report No 139/17 herewith).
- 12 Statement of Accounts 2016 - 2017 (page 87)**  
To consider the Report of the Deputy Chief Executive (Report No 140/17 herewith).
- 13 Treasury Management (page 225)**  
To consider the Report of the Deputy Chief Executive (Report No 141/17 herewith).
- 14 Date of Next Meeting**  
To note that the next meeting of the Audit and Standards Committee is scheduled to be held on Monday, 27 November in the Ditchling Room, Southover House, Southover Road, Lewes commencing at 10:00am.

For further information about items appearing on this Agenda, please contact Jen Norman at Southover House, Southover Road, Lewes, East Sussex BN7 1AB Telephone 01273 471600.

**Distribution:** Councillors M Chartier (Chair), S Catlin, N Enever, S Gauntlett, A Loraine, R O'Keeffe and T Rowell

*(Members of the Committee who are unable to attend this meeting or find a substitute councillor to attend on their behalf should notify Jen Norman, Committee Officer, [jennifer.norman@lewes.gov.uk](mailto:jennifer.norman@lewes.gov.uk))*