

## NOTICE OF MEETING

**Meeting:** AUDIT COMMITTEE

**Date and Time:** FRIDAY, 31 MAY 2019, AT 10.00 AM\*

**Place:** COMMITTEE ROOM 1, APPLETREE COURT,  
LYNDHURST

**Telephone enquiries to:** Lyndhurst (023) 8028 5000  
023 8028 5588 - ask for Andy Rogers  
E-mail: andy.rogers@nfdc.gov.uk

PLEASE NOTE START TIME
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### **PUBLIC PARTICIPATION:**

\*Members of the public may speak in accordance with the Council's public participation scheme:

- (a) immediately before the meeting starts, on items within the Committee's terms of reference which are not on the public agenda; and/or
  - (b) on individual items on the public agenda, when the Chairman calls that item.
- Speeches may not exceed three minutes. Anyone wishing to speak should contact the name and number shown above.

**Bob Jackson**  
Chief Executive

Appletree Court, Lyndhurst, Hampshire. SO43 7PA  
[www.newforest.gov.uk](http://www.newforest.gov.uk)

**This Agenda is also available on audio tape, in Braille, large print and digital format**

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## AGENDA

### **Apologies**

#### **1. MINUTES**

To confirm the minutes of the meeting held on 29 March and 20 May 2019 as correct records.

#### **2. DECLARATIONS OF INTEREST**

To note any declarations of interest made by members in connection with an agenda item. The nature of the interest must also be specified.

Members are asked to discuss any possible interests with Democratic Services prior to the meeting.

**3. PUBLIC PARTICIPATION**

To note any issues raised during the public participation period.

**4. TREASURY MANAGEMENT ANNUAL OUTTURN REPORT 20/08/19**  
(Pages 1 - 10)

To consider the Treasury Management Annual Outturn Report for 2018/19.

**5. PROCUREMENT RULES, REGULATIONS & CONTRACT STANDING ORDERS - WAIVERS 2018/19** (Pages 11 - 14)

To consider the Procurement Rules, Regulations & Contract Standing Orders – Waivers Report for 2018/19.

**6. FINAL ACCOUNTS BAD DEBTS WRITE OFFS 2018/19** (Pages 15 - 20)

To consider the Final Accounts Bad Debts Write-offs Report for 2018/19.

**7. FRAUD REPORT** (Pages 21 - 24)

To consider the Fraud Report for 2018/19.

**8. ANNUAL INTERNAL AUDIT REPORT AND OPINION 2018/19** (Pages 25 - 38)

To consider the Annual Internal Audit Report and Opinion for 2018/19.

**9. LOCAL CODE OF GOOD GOVERNANCE REVIEW** (Pages 39 - 46)

To consider the Local Code of Good Governance Review for 2018/19.

**10. DRAFT ANNUAL GOVERNANCE STATEMENT - 2018/19** (Pages 47 - 54)

To consider the draft Annual Governance Statement for 2018/19.

**11. DRAFT ANNUAL FINANCIAL REPORT (TO FOLLOW)**

To consider the draft Annual Financial Report for 2018/19.

**12. AUDIT COMMITTEE WORK PLAN** (Pages 55 - 56)

To consider the Audit Committee's Work Plan.

**13. ANY OTHER ITEMS WHICH THE CHAIRMAN DECIDES ARE URGENT**

To:

**Councillors:**

Alan O'Sullivan (Chairman)  
Emma Lane (Vice-Chairman)  
Alan Alvey  
Hilary Brand

**Councillors:**

Mahmoud Kangarani  
Martyn Levitt  
Ann Sevier  
John Ward