

# AGENDA

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**Meeting:** Audit Committee

**Place:** [Online Meeting](#)

**Date:** Friday 25 September 2020

**Time:** 10.00 am

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Please direct any enquiries on this Agenda to Jessica Croman, of Democratic Services, County Hall, Bythesea Road, Trowbridge, direct line 01225 718262 or email [jessica.croman@wiltshire.gov.uk](mailto:jessica.croman@wiltshire.gov.uk)

Press enquiries to Communications on direct lines (01225) 713114/713115.

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## Membership:

|                                     |                     |
|-------------------------------------|---------------------|
| Cllr Richard Britton (Chairman)     | Cllr Andy Phillips  |
| Cllr Stewart Dobson (Vice-Chairman) | Cllr Pip Ridout     |
| Cllr Gavin Grant                    | Cllr Ian Thorn      |
| Cllr Mike Hewitt                    | Cllr John Walsh     |
| Cllr Nick Holder                    | Cllr Stuart Wheeler |
| Cllr Edward Kirk                    |                     |

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## Substitutes:

|                     |                   |
|---------------------|-------------------|
| Cllr Anna Cuthbert  | Cllr Jim Lynch    |
| Cllr Peter Evans    | Cllr Ricky Rogers |
| Cllr Ross Henning   | Cllr Jo Trigg     |
| Cllr Ruth Hopkinson |                   |

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## **Recording and Broadcasting Information**

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## **Public Participation**

The Council welcomes contributions from members of the public. During the ongoing Covid-19 situation the Council is operating revised procedures and the public are able to participate in meetings online after registering with the officer named on this agenda, and in accordance with the deadlines below.

[Guidance on how to participate in this meeting online.](#)

# AGENDA

## Part I

### Items to be considered while the meeting is open to the public

1 **Apologies**

To receive any apologies or substitutions for the meeting.

2 **Minutes of the Previous Meeting** (*Pages 5 - 10*)

To confirm and sign the minutes of the meeting held on 22 July 2020.

3 **Declarations of Interests**

To receive any declarations of disclosable interests or dispensations granted by the Standards Committee.

4 **Chairman's Announcements**

5 **Public Participation**

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#### Statements

Members of the public who wish to submit a statement in relation to an item on this agenda should submit this electronically to the officer named on this agenda no later than 5pm on Tuesday 22 September (2 clear working days before the meeting).

State whom the statement is from (including if representing another person or organisation), state points clearly and be readable aloud in approximately 3 minutes. Up to three speakers are allowed for each item on the agenda.

#### Questions

Those wishing to ask questions are required to give notice of any such questions electronically to the officer named on the front of this agenda no later than 5pm on 18 September 2020 (4 clear working days before the meeting) in order to be guaranteed of a written response. In order to receive a verbal response, questions must be submitted no later than 5pm on 22 September (2 clear working days before the meeting).

Please contact the officer named on the front of this agenda for further advice. Questions may be asked without notice if the Chairman decides that the matter is urgent. Details of any questions received will be circulated to members prior to the meeting and made available at the meeting and on the Council's website; they will be taken as read at the meeting.

6 **Q1 Internal Audit Report** (*Pages 11 - 50*)

To consider the Q1 internal audits report.

7 **Proposed Q3 Internal Audit Plan** (*Pages 51 - 54*)

To approve the proposed Q3 audit plan.

8 **SWAP - New Ways of Working**

To receive a presentation.

9 **2018/19 Accounts Update Report** (*Pages 55 - 60*)

To receive an update on the 18/19 accounts.

10 **Accounting Policies 19/20** (*Pages 61 - 78*)

To consider the accounting policies 19/20 for approval.

11 **Appointment to Constitution Focus Group**

To appoint a member of the Audit Committee to the Constitution Focus Group.

12 **Forward Work Programme** (*Pages 79 - 80*)

To note the Forward Work Programme

13 **Date of Next Meeting**

To note that the next regular meeting of the Committee will be held on 18 November 2020.

14 **Urgent Items**

Any other items of business, which the Chairman agrees to consider as a matter of urgency.

**Part II**

**Items during whose consideration it is recommended that the public should be excluded because of the likelihood that exempt information would be disclosed**

None