

# AUDIT, GOVERNANCE AND STANDARDS COMMITTEE MEETING

Date: Monday 20 November 2017  
Time: 6.30 p.m.  
Venue: Town Hall, High Street, Maidstone

## Membership:

Councillors Adkinson, Butler, Coulling (Parish Representative), Daley, English (Vice-Chairman), Fissenden, Garland, Harvey, McLoughlin (Chairman) and Perry

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<u>AGENDA</u>	<u>Page No.</u>
1. Apologies for Absence	
2. Notification of Substitute Members	
3. Urgent Items	
4. Notification of Visiting Members	
5. Disclosures by Members and Officers	
6. Disclosures of Lobbying	
7. To consider whether any items should be taken in private because of the possible disclosure of exempt information	
8. Minutes of the meeting held on 18 September 2017	1 - 5
9. Presentation of Petitions (if any)	
10. Questions and answer session for members of the public (if any)	
11. Committee Work Programme 2017-18	6
12. Complaints Received under the Members' Code of Conduct	7 - 11
13. Update on the General Data Protection Regulation	12 - 31
14. Interim Internal Audit & Assurance Report	32 - 68
15. External Auditor's Annual Audit Letter 2016/17	69 - 85

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**Issued on Friday 10 November 2017**

**Continued Over/:**

*Alison Broom*

**Alison Broom, Chief Executive**

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|---|----------|
| 16. Treasury Management Mid-Year Review 2017/18 | 86 - 94  |
| 17. Budget Strategy - Risk Assessment Update    | 95 - 108 |

### **PUBLIC SPEAKING**

In order to book a slot to speak at this meeting of the Audit, Governance and Standards Committee, please contact 01622 602030 or send an email to [committeeservices@maidstone.gov.uk](mailto:committeeservices@maidstone.gov.uk) by 5.00 p.m. one clear working day before the meeting. If asking a question, you will need to provide the full text in writing. If making a statement, you will need to tell us which agenda item you wish to speak on. Please note that slots will be allocated on a first come, first served basis.

### **ALTERNATIVE FORMATS**

The reports included in Part I of this agenda can be made available in **alternative formats**. For further information about this service, or to arrange for special facilities to be provided at the meeting, please contact [committeeservices@maidstone.gov.uk](mailto:committeeservices@maidstone.gov.uk) or **01622 602030**. To find out more about the work of the Committee, please visit [www.maidstone.gov.uk](http://www.maidstone.gov.uk)