

# Audit Committee

Date: **Thursday, 15 June 2017**

Time: **14:00**

Venue: **Edwards Room, County Hall,  
Martineau Lane, Norwich, Norfolk, NR1 2DH**

**Persons attending the meeting are requested to turn off mobile phones.**

## **Membership**

Mr S Aquarone

Mr C Foulger

Mr A Jamieson

Mr I Mackie

Mr S Morphew

Mr H Thirtle

Mrs K Vincent

**For further details and general enquiries about this Agenda  
please contact the Committee Officer:**

Julie Mortimer on 01603 223055 or email [committees@norfolk.gov.uk](mailto:committees@norfolk.gov.uk)

**Under the Council's protocol on the use of media equipment at meetings held in public, this meeting may be filmed, recorded or photographed. Anyone who wishes to do so must inform the Chairman and ensure that it is done in a manner clearly visible to anyone present. The wishes of any individual not to be recorded or filmed must be appropriately respected.**

## **A g e n d a**

1. **To receive apologies and details of any substitute members attending**
2. **Election of Chairman**  
To elect a Chairman for the ensuing Council year.
3. **Election of Vice Chairman**  
To elect a Vice-Chairman for the ensuing Council year.
4. **To confirm the minutes from the Audit Committee meeting held on 29 January 2017.**

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5. **Declarations of Interest**

If you have a **Disclosable Pecuniary Interest** in a matter to be considered at the meeting and that interest is on your Register of Interests you must not speak or vote on the matter.

If you have a **Disclosable Pecuniary Interest** in a matter to be considered at the meeting and that interest is not on your Register of Interests you must declare that interest at the meeting and not speak or vote on the matter

In either case you may remain in the room where the meeting is taking place. If you consider that it would be inappropriate in the circumstances to remain in the room, you may leave the room while the matter is dealt with.

If you do not have a Disclosable Pecuniary Interest you may nevertheless have an **Other Interest** in a matter to be discussed if it affects

- your well being or financial position
- that of your family or close friends
- that of a club or society in which you have a management role
- that of another public body of which you are a member to a greater extent than others in your ward.

If that is the case then you must declare such an interest but can speak and vote on the matter.

6. **Any items of business the Chairman decides should be considered as a matter of urgency**

7. **Monitoring Officer's Annual Report 2016-17**  
Report by the Chief Legal Officer

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8. **External Auditor's Audit Plan 2016-17**  
Report by the Executive Director of Finance and Commercial Services.

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| <b>9. Risk Management Annual Report 2016-17</b><br>Report by the Executive Director of Finance and Commercial Services.  | <b>Page 85</b>  |
| <b>10. Risk Management</b><br>Report by the Executive Director of Finance and Commercial Services  | <b>Page 97</b>  |
| <b>11. Internal Audit Terms of Reference and Code of Ethics<br/>(incorporating the Interreg VA France Channel England<br/>Programme Audit Authority)</b><br>Report by the Executive Director of Finance and Commercial Services. | <b>Page 139</b> |
| <b>12. Norfolk Audit Services Report for the six months ending 31 March<br/>2017.</b><br>Report by the Executive Director of Finance and Commercial Services.  | <b>Page 162</b> |
| <b>13. Norfolk Audit Services Annual Internal Audit Report 2016-17.</b><br>Report by the Executive Director of Finance and Commercial Services.  | <b>Page 175</b> |
| <b>14. Work Programme</b><br>Report by the Executive Director of Finance and Commercial Services.  | <b>Page 199</b> |

**Chris Walton**  
**Head of Democratic Services**  
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