



**Norfolk County Council**

# **Audit Committee**

**Date:** Thursday, 31 January 2019

**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 I Mackie - Chairman

Mr S Aquarone

Mr C Foulger

Mr A Jamieson - Vice-Chairman

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. **To confirm the minutes from the Audit Committee meeting held on 27 September 2018.**

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3. **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, to a greater extent than others in your division

- Your wellbeing or financial position, or
- that of your family or close friends
- Any body -
  - Exercising functions of a public nature.
  - Directed to charitable purposes; or
  - One of whose principal purposes includes the influence of public opinion or policy (including any political party or trade union);

Of which you are in a position of general control or management. If that is the case then you must declare such an interest but can speak and vote on the matter.

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

5. **Norfolk Audit Services Report for the Quarter ending 31 December 2018.**

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Report by the Executive Director of Finance & Commercial Services.

6. **External Auditors Plan of Work**

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Report by the Executive Director of Finance & Commercial Services.

7. **Counter Fraud, Bribery & Corruption (and Whistleblowing) Audit Committee Progress Report.**

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Report by the Chief Legal Officer.

<b>8. Audit Committee Terms of Reference</b>	<b>Page 108</b>
Report by the Executive Director of Finance & Commercial Services.	
<b>9. Internal Audit Strategy, Our Approach and the Audit Plan 2019-20.</b>	<b>Page 114</b>
Report by the Executive Director of Finance & Commercial Services.	
<b>10. Internal Audit Terms of Reference and Code of Ethics (incorporating the Interreg VA France Channel England Programme Audit Authority).</b>	<b>Page 138</b>
Report by the Executive Director of Finance & Commercial Services.	
<b>11. Risk Management</b>	<b>Page 162</b>
Report by the Executive Director of Finance & Commercial Services.	
<b>12. Norfolk County Council's Insurance Cover</b>	<b>Page 204</b>
Report by the Executive Director of Finance & Commercial Services.	
<b>13. Audit Committee Work Programme</b>	<b>Page 213</b>
Report by the Executive Director of Finance & Commercial Services.	

### **Audit Committee Group Meeting**

Conservative Group      1pm      Conservative Group Room, South Wing, County Hall

**Chris Walton**  
**Head of Democratic Services**  
 County Hall  
 Martineau Lane  
 Norwich  
 NR1 2DH

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