



AUDIT COMMITTEE

DATE:	Thursday 21 September 2017
TIME:	7.30 pm
VENUE:	Council Chamber, Council Offices, Thorpe Road, Weeley, CO16 9AJ

MEMBERSHIP:

Councillor Coley (Chairman)	Councillor Hones
Councillor Poonian (Vice-Chairman)	Councillor Scott
Councillor Alexander	

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For further details and general enquiries about this meeting, contact Katie Sullivan on 01255 686585

DATE OF PUBLICATION: WEDNESDAY 13 SEPTEMBER 2017

AGENDA

1 **Apologies for Absence and Substitutions**

The Committee is asked to note any apologies for absence and substitutions received from Members.

2 **Minutes of the Last Meeting (Pages 1 - 8)**

To confirm and sign as a correct record, the minutes of the last meeting of the Committee, held on Thursday 22 June 2017.

3 **Declarations of Interest**

Councillors are invited to declare any Disclosable Pecuniary Interests or other interest, and the nature of it, in relation to any item on the agenda.

4 **Report of the Audit and Governance Manager - A.1 - Report on Internal Audit - June 2017 to August 2017 (Pages 9 – 16)**

To provide the Committee with a periodic report on the Internal Audit function for the period June 2017 – August 2017.

5 **Report of the Corporate Director (Corporate Services) - A.2 - Audit Results Report 2016/17**

To present to the Committee:

- The External Auditor's Audit Results Report for the period ending 31 March 2017 and Letter of Representation for consideration and approval to enable a final opinion on the accounts and value for money arrangements to be formally issued by the External Auditor;
- The Statement of Accounts 2016/17 for consideration and approval for publication by the end of September 2017; and
- A revised Annual Governance Statement 2016/17 for approval.

**Report to follow*

6 **Report of the Corporate Director (Corporate Services) - A.3 - Table of Outstanding Issues (Pages 17 – 24)**

An update will be given on the progress against outstanding actions identified by the Committee.

Date of the Next Scheduled Meeting

The next scheduled meeting of the Audit Committee is to be held in the Council Chamber, Council Offices, Thorpe Road, Weeley, CO16 9AJ at 7.30 pm on Thursday 25 January 2018.

Items currently scheduled for that meeting include:

- 1) Internal Audit Regular Monitoring Report;
- 2) Annual Audit Letter 2016/17;
- 3) Corporate Risk Register (six monthly review);
- 4) Risk Based Verification Policy;
- 5) Counter Fraud Strategy / Update; and
- 6) Table of Outstanding Issues (including update against External Audit Recommendations).

Information for Visitors

FIRE EVACUATION PROCEDURE

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Please heed the instructions given by any member of staff and they will assist you in leaving the building and direct you to the assembly point.

Please do not re-enter the building until you are advised it is safe to do so by the relevant member of staff.

Your calmness and assistance is greatly appreciated.