

Audit Committee

(Quorum 2)

Conservative Group

Councillors Michael Bond (Chairman), Jenny Antill, Peter Bellfield, Chris Punt.

Labour Group

Councillor Len Jacklin.

UKIP Group

Councillor Bert Poole.

Liberal Democrat and Independent Group

Councillor David Busby.

Date: Thursday, 28 January 2018

Venue: Rose Room
Endeavour House
8 Russell Road
Ipswich, Suffolk, IP1 2BX

Time: 10:00am

For further information on any of the agenda items, please contact Linda Pattle, Democratic Services Officer, on 01473 260771.

Business to be taken in public

1. Public Participation Session

A member of the public who is resident, or is on the Register of Electors for Suffolk, may speak for up to five minutes on a matter relating to the following agenda.

A speaker will need to give written notice of their wish to speak at the meeting using the contact details under 'Public Participation in Meetings' by no later than 12 noon on Friday, 22 January 2016.

The public participation session will not exceed 20 minutes to enable the Committee to consider its other business.

2. Apologies for Absence and Substitutions

To note and record any apologies for absence or substitutions received.

3. Declarations of Interest and Dispensations

To receive any declarations of interests, and the nature of that interest, in respect of any matter to be considered at this meeting.

4. Minutes of the Previous Meeting

Pages 5 – 8

To approve as a correct record, the minutes of the meeting held on 12 November 2016.

5. Suffolk Fire and Rescue Service Annual Statement of Assurance (2014-15)

Pages 9 - 32

To receive the Suffolk Fire and Rescue Annual Statement of Assurance (2014-15).

6. Performance and Risk Management Annual Report 2015

Pages 33 - 64

To consider an update on the Council's performance and risk management arrangements, and external inspection activity.

7. Audit Services Charter and Audit Plan Key Themes 2016/17

Pages 65 - 70

To consider the Audit Services Charter and Audit Plan key themes to be covered within the 2016/17 audit plan of work.

8. **Anti-Fraud and Corruption** Pages 71 - 94

To consider a report from the Director of Resource Management explaining the arrangements in place within the Council to develop a culture where fraud and corruption is not acceptable.

It is proposed to adjourn for lunch and reconvene the meeting at 1:30 pm.

9. **Corporate Property** Pages
95 - 116

To receive a briefing on the Corporate Property Service and the property portfolio.

10. **Forward Work Programme** Pages
117 - 122

To consider whether there are any matters which the Committee would wish to have included in its Forward Work Programme generally and also having regard to the Key Decision Forward Plan.

11. **Urgent Business**

To consider any other item of business which, in the opinion of the Chairman, should be considered by reason of special circumstances (to be specified in the minutes), as a matter of urgency.

Date of next scheduled meeting – Wednesday, 16 March 2016 at 10:00am.

Access to Meetings

Suffolk County Council is committed to open government. The proceedings of this meeting are open to the public, apart from any confidential or exempt items which may have to be considered in the absence of the press and public.

For more information about this meeting, including access arrangements and facilities for people with disabilities, please contact Democratic Services on:

Telephone: 01473 260771;

Email: Committee.Services@suffolk.gov.uk; or by writing to:

Democratic Services, Suffolk County Council, Endeavour House, 8 Russell Road, Ipswich, Suffolk IP1 2BX.

Public Participation in Meetings

Members of the Public who wish to speak at an Audit Committee meeting should read the following guidance: <https://www.suffolk.gov.uk/council-and-democracy/the-council-and-its-committees/apply-to-speak-at-a-public-meeting/>

and complete the online form: <https://www.suffolk.gov.uk/council-and-democracy/consultations-petitions-and-elections/get-involved-in-local-democracy/apply-to-participate-in-a-council-meeting/>

Filming, Recording or Taking Photographs at Meetings

Further information about the Council's procedure with regard to the filming, recording or taking of photographs at meetings can be found at:

<http://www.suffolk.gov.uk/assets/suffolk.gov.uk/Your%20Council/Decision%20Making/2014-06-09%20Filming%20at%20Meetings%20Protocol.docx>

Evacuating the building in an emergency: Information for Visitors

If you hear the alarm:

1. Leave the building immediately via a Fire Exit and make your way to the Assembly point (Ipswich Town Football Ground).
2. Follow the signs directing you to Fire Exits at each end of the floor.
3. Do not enter the Atrium (Ground Floor area and walkways). If you are in the Atrium at the time of the Alarm, follow the signs to the nearest Fire Exit.
4. Use the stairs, not the lifts.
5. Do not re-enter the building until told it is safe to do so.

Deborah Cadman OBE
Chief Executive