

## **Audit Committee**

(Quorum 2)

### **Conservative Group**

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

### **Labour Group**

Councillor Len Jacklin.

### **UKIP Group**

Councillor Bert Poole.

### **Liberal Democrat and Independent Group**

Councillor David Busby.

**Date:** Monday, 30 January 2017

**Venue:** Elisabeth 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 Tuesday, 24 January 2017.

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 - 10

To approve as a correct record, the minutes of the meeting held on 29 November 2016.

### **5. Performance and Risk Management Annual Report 2016**

Pages 11 - 38

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

### **6. Audit Services Charter**

Pages 39 - 46

To consider the Internal Audit Charter for 2017/18.

### **7. Forward Work Programme**

Pages 47 - 52

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.

## 8. 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, 15 March 2017 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](mailto: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:

[www.suffolk.gov.uk/council-and-democracy/the-council-and-its-committees/apply-to-take-part-in-a-public-meeting/](http://www.suffolk.gov.uk/council-and-democracy/the-council-and-its-committees/apply-to-take-part-in-a-public-meeting/)

and complete the online form: [www.suffolk.gov.uk/apply-to-speak](http://www.suffolk.gov.uk/apply-to-speak)

### 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/council-and-democracy/the-council-and-its-committees/apply-to-take-part-in-a-public-meeting>

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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**