

Borough Council of
**King's Lynn &
West Norfolk**



Audit and Risk Committee

Agenda

Monday, 7th September, 2015
at 5.30 pm

in the

**Committee Suite
King's Court
Chapel Street
King's Lynn
PE30 1EX**



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King's Court, Chapel Street, King's Lynn, Norfolk, PE30 1EX
Telephone: 01553 616200
Fax: 01553 691663

26th August 2015

Dear Member

Audit and Risk Committee

You are invited to attend a meeting of the above-mentioned Panel which will be held on **Monday, 7th September, 2015 at 5.30 pm** in the **Committee Suite, King's Court, Chapel Street, King's Lynn** to discuss the business shown below.

Yours sincerely

Chief Executive

AGENDA

1. Apologies for Absence

To receive any apologies for absence.

2. Declarations of Interest

Please indicate if there are any interests which should be declared. A declaration of an interest should indicate the nature of the interest (if not already declared on the Register of Interests) and the agenda item to which it relates. If a disclosable pecuniary interest is declared, the Member should withdraw from the room whilst the matter is discussed.

These declarations apply to all Members present, whether the Member is part of the meeting, attending to speak as a local Member on an item or simply observing the meeting from the public seating area.

3. Urgent Business Under Standing Order 7

To consider any business which, by reason of special circumstances, the Chairman proposes to accept as urgent under Section 100(b)(4)(b) of the Local Government Act 1972.

4. **Chairman's Correspondence (if any)**

5. **Briefing/Training Session on Closing of Accounts, etc**

All Members of the Council are invited to attend for this item.

Attached is the hyperlink to the Councils Accounts which are published on the internet:

<http://www.west-norfolk.gov.uk/pdf/statement-of-accounts-2014-15-draft-v2.pdf>

6. **Cabinet Report: Accounts and ISO 2014/2015** (Pages 6 - 31)

The Committee are invited to consider the report and make any appropriate recommendations to Cabinet.

The Council's External Auditors, Ernst and Young will be present for this item.

7. **Cabinet Report: Annual Governance Statement** (Pages 32 - 34)

The Committee are invited to consider the report and make any appropriate recommendations to Cabinet.

8. **Cabinet Report: Review of the Effectiveness of the Audit and Risk Committee** (Pages 35 - 50)

To consider the report and make any appropriate recommendations to Cabinet.

9. **Cabinet Report: Business Continuity Management Policy Statement and Strategy** (Pages 51 - 54)

To consider the report and make any appropriate recommendations to Cabinet.

10. **Monitoring Officer Annual Report 2014/2015** (Pages 55 - 59)

The Committee will receive and note the Monitoring Officer Annual Report 2014/2015.

11. **Work Programme 2015/2016 and Forward Decisions List** (Pages 60 - 64)

To consider the Committee's Work Programme and note the Forward Decisions List.

To:

Audit and Risk Committee: B Anota, R Blunt, J Collop, I Devereux, I Gourlay, G Hipperson (Vice-Chairman), P Hodson, H Humphrey (Chairman), G Middleton, A Morrison, D Tyler and G Wareham

Portfolio Holders:

Councillor N Daubney

Management Team Representatives:

Debbie Gates, Executive Director Head of Central & Community Services

Lorraine Gore, Assistant Director

Geoff Hall, Executive Director, Development and Environment

Ray Harding, Chief Executive

Appropriate Officers: The following officers are invited to attend in respect of the Agenda item shown against their name

Toby Cowper, Group Accountant

Emma Duncan, Monitoring Officer and Legal Services Manager

Kate Littlewood, Audit Manager

Executive Directors

Press