

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



Audit Committee

Agenda

Monday, 11th July, 2016
at 6.00 pm

in the

Meeting Rooms 1, 2 & 3
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

1st July 2016

Dear Member

Audit Committee

You are invited to attend a meeting of the above-mentioned Panel which will be held on **Monday, 11th July, 2016 at 6.00 pm in Meeting Rooms 1, 2 and 3, King's Court, Chapel Street, King's Lynn** to discuss the business shown below.

Please note that the meeting will be preceded by a training session on the Corporate Risk Register, starting at 5.30pm.

Yours sincerely

Chief Executive

AGENDA

1. Apologies

2. Minutes (Pages 7 - 11)

To approve the minutes from the Audit and Risk Committee held on 20 June 2016.

3. 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 any item or simply

observing the meeting from the public seating area.

4. Urgent Business Under Standing Order 7

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

5. Members Present Pursuant to Standing Order 34

Members wishing to speak pursuant to Standing Order 34 should inform the Chairman of their intention to do so and on what items they wish to be heard before the meeting commences. Any Member attending the meeting under Standing Order 34 will only be permitted to speak on those items which have been previously notified to the Chairman

6. Chairman's Correspondence (if any)

7. Matters referred to the Committee from other Council Bodies and Responses made to previous Committee Recommendations/Requests

To receive comments and recommendations from other Council bodies, and any responses subsequent to recommendations, which the Committee had previously made. (NB some of the relevant Council bodies may meet after dispatch of the agenda).

At the Cabinet meeting held on 28 June 2016 the following responses were made to the recommendations from the Audit Committee meeting held 20 June 2016, on the following items:-

Capital Programme and Resources 2016-2020

RESOLVED: That the Committee support the recommendations to Cabinet as follows:

- 1) That Cabinet note the outturn of the Capital Programme for 2015/2016 of £13,924,624.
- 2) That the financing arrangements for the 2015/2016 Capital Programme be noted.
- 3) That Cabinet approve the revised 2016/2020 Capital Programme and financing as detailed in the report.

Cabinet Response: "The Committee's recommendations were duly taken into account when Cabinet considered the item."

Revenue Outturn 2015/2016

RESOLVED: That the Committee support the recommendation to Cabinet as follows:

The revenue outturn and proposed transfers to reserves for 2015/2016.

Cabinet Response: “The Committee’s recommendations were duly taken into account when Cabinet considered the item.”

8. **Corporate Risk Monitoring Report April 2016** (Pages 12 - 19)
9. **Internal Audit Annual Report and Opinion 2015/16** (Pages 20 - 27)
10. **Internal Audit Plan 2015/16 -End of Year Progress Report** (Pages 28 - 39)
11. **Annual Treasury Report** (Pages 40 - 53)
12. **Exclusion of Press and Public**
To consider passing the following resolution:

“That under Section 100(A)(4) of the Local Government Act, 1972, the press and public be excluded from the meeting for the following item of business on the grounds that it involves the likely disclosure of exempt information as defined in paragraph 3 of Part 1 of Schedule 12A to the Act”.
13. **Internal Audit Service** (To Follow)

RETURN TO OPEN SESSION

14. **Committee Work Programme 2016/2017** (Pages 54 - 55)
To note the Committee’s Work Programme for 2016/2017.
15. **Date of Next Meeting**
To note that the date of the next meeting of the Audit and Risk Committee will take place on Monday 5 September 2016.

To:

Audit Committee: Mrs J Collingham, J Collop, P Gidney, M Hopkins, P Kunes, C Manning, D Pope, T Smith and T Wing-Pentelow

Portfolio Holders:

Councillor N Daubney – Portfolio Holder for Performance
Councillor B Long – Leader of the Council and Portfolio Holder for Environment

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:

Toby Cowper – Principal Accountant
Kate Littlewood – Audit Manager

Executive Directors
Press