

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



# **Audit Committee**

## **Agenda**

**Monday, 17th October, 2016  
at 5.00 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**

7 October 2016

Dear Member

**Audit Committee**

You are invited to attend a meeting of the above-mentioned Panel which will be held on **Monday, 17th October, 2016 at 5.00 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**

**2. Minutes (Pages 6 - 12)**

To approve the minutes from the Audit Committee held on 5 September 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. Role of the Audit Committee**

The Committee will receive a training session from the Auditor on the Role of the Audit Committee.

**8. Presentation from Norfolk Pension Fund**

The Committee will receive a presentation from Alex Younger.

**9. Business Continuity Annual Update (Pages 13 - 17)**

**10. Committee Work Programme 2016/2017 (Pages 18 - 19)**

To note the Committee's Work Programme for 2016/2017.

**11. Date of Next Meeting**

To note that the date of the next meeting of the Audit Committee will take place on Monday 28 November 2016.

To:

**Audit Committee:** Mrs J Collingham, J Collop, P Gidney, M Hopkins (Vice-Chairman), P Kunes, C Manning, D Pope (Chairman), T Smith and Councillor Tim Tilbrook

**Portfolio Holders:**

Councillor B Long, Leader and Portfolio Holder for Environment  
Councillor N Daubney, Portfolio Holder for Performance

**Management Team Representatives:**

Lorraine Gore, Assistant Director  
Ray Harding, Chief Executive

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

Item 7: Gordon Adam, Auditor  
Item 8: Lorraine Gore, Assistant Director  
Item 9: Dave Robson, Environmental Health Manager