

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



# **Audit Committee**

## **Agenda**

**Monday, 13th February, 2017**  
**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**

3 February 2017

Dear Member

**Audit Committee**

You are invited to attend a meeting of the above-mentioned Panel which will be held on **Monday, 13th February, 2017 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 - 33)**

To approve the minutes from the Audit Committee held on 28 November 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).

8. **Treasury Management Training**

9. **Treasury Management Strategy 2017/2017** (Pages 34 - 67)

10. **External Audit Plan** (Pages 68 - 87)

11. **Certification of Annual Claims and Returns Annual Report 2015/2016**  
(Pages 88 - 95)

12. **Strategic Internal Audit Plan** (Pages 96 - 108)

13. **Review of Anti Fraud and Anti-Corruption Strategy, Whistleblowing Policy and Fraud Response Plan** (Pages 109 - 154)

14. **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 paragraphs 1, 2 and 3 of Part1 of Schedule12A to the Act.]

15. **Exempt Report: Risk Base Verification Policy Update** (Pages 155 - 163)

**RETURN TO OPEN SESSION**

**16. Committee Work Programme 2017/2018** (Pages 164 - 165)

**17. Date of Next Meeting**

To note that the date of the next meeting of the Audit Committee will take place on Tuesday 30 May 2017, at 5.00 pm in the Committee Suite, King's Court, Chapel Street, King's Lynn.

To:

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

**Portfolio Holders:**

Councillor B Long, Leader

Councillor A Lawrence, Portfolio Holder – Housing and Community

Councillor N Daubney, Portfolio Holder – Systems and Economic Development

**Management Team Representatives:**

L Gore, Assistant Director

R Harding, Chief Executive

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

Items 8 & 9: T Cowper, Group Accountant

Items 10 & 11: L Gore, Assistant Director

Items 12 & 13: K Littlewood, Audit Manager

Item 14: J Stanton, Revenue and Benefits Manager

**Executive Directors**