



Audit committee

Date: Tuesday, 22 January 2019

Time: 16:30

Venue: Mancroft room, City Hall, St Peters Street, Norwich, NR2 1NH

Committee members:

Councillors:

Price (chair)
Driver (vice chair)
Coleshill
Fullman
Hampton
Lubbock
Smith
Stutely

For further information please contact:

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Information for members of the public

Members of the public and the media have the right to attend meetings of full council, the cabinet and committees except where confidential information or exempt information is likely to be disclosed, and the meeting is therefore held in private.

For information about attending or speaking at meetings, please contact the committee officer above or refer to the council's website



If you would like this agenda in an alternative format, such as a larger or smaller font, audio or Braille, or in a different language, please contact the committee officer above.

Agenda

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1 Apologies

To receive apologies for absence

2 Public questions/petitions

To receive questions / petitions from the public

Please note that all questions must be received by the committee officer detailed on the front of the agenda by **10am on Thursday, 17 January 2019.**

Petitions must be received must be received by the committee officer detailed on the front of the agenda by **10am on Monday, 21 January 2019.**

For guidance on submitting public questions or petitions please see appendix 1 of the council's constitution.

3 Declarations of interest

(Please note that it is the responsibility of individual members to declare an interest prior to the item if they arrive late for the meeting)

4 Minutes

5 - 10

To approve the accuracy of the minutes of the meeting held on 16 October 2018

5 Certification of Claims and Returns Annual Report 2017-18 11 - 22

Purpose - This report presents the Certification of claims and returns annual report 2017-18.

6	External Audit Plan 2018-19	23 - 66
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Purpose - This report presents the annual external audit plan 2018-19.

7	Internal audit 2018-19 – October to December update (Quarter 3)	67 - 78
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Purpose - To advise members of the work of internal audit, completed between October to December 2018, and the progress against the internal audit plan.

The role of internal audit is to provide the audit committee and management with independent assurance, on the effectiveness of the internal control environment. Internal audit coverage is planned so that the focus is upon those areas and risks which will most impact upon the council's ability to achieve its objectives.

The 2018-19 Audit Plan was approved by the audit committee on 13 March 2018.

8	Exclusion of the public	
	Consideration of exclusion of the public.	

*9	Risk Based Verification Policy (paragraph 7)	
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- This report is not for publication because it would disclose information relating to any action taken or to be taken in connection with the prevention, investigation or prosecution of a crime as in para 7 of Schedule 12A to the Local Government Act 1972.

Date of publication: **Monday, 14 January 2019**