

### **Audit committee**

**Date:** Tuesday, 16 October 2018

**Time:** 17:15

**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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### **Informal pre-meeting**

There will be an informal discussion for members at 16:30 before the start of the meeting, facilitated by the head of internal audit on the role of the audit committee within the organisation and local government as a tool for good governance.

### **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

## Agenda

	<b>Page nos</b>
<b>1 Apologies</b>	
To receive apologies for absence	
<b>2 Public questions/petitions</b>	
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 <b>10am on Thursday, 11 October 2018</b>	
Petitions must be received must be received by the committee officer detailed on the front of the agenda by <b>10am on Monday, 15 October 2018</b>	
For guidance on submitting public questions or petitions please see appendix 1 of the council's constitution.	
<b>3 Declarations of interest</b>	
(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)	
<b>4 Minutes</b>	<b>5 - 10</b>
To approve the accuracy of the minutes of the meeting held on 24 July 2018	
<b>5 Annual Audit Letter 2017-18</b>	<b>11 - 40</b>
<b>Purpose</b> - This report presents the Annual Audit Letter	
<b>6 Internal audit 2018-19 – July to September update (Quarter 2)</b>	<b>41 - 52</b>

**Purpose** - To advise members of the work of internal audit, completed between July to September 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.

Date of publication: **Monday, 08 October 2018**