



COMMITTEE: **JOINT AUDIT AND STANDARDS COMMITTEE**

VENUE: **King Edmund Chamber - Endeavour House, 8 Russell Road, Ipswich**

DATE: **Monday, 12 March 2018 at 10.15 am**

Members

Babergh

Clive Arthey
Tony Bavington
Sue Burgoyne
Tom Burrows

Frank Lawrenson (Chair)
Mark Newman
William Shropshire
Stephen Williams

Mid Suffolk

Michael Burke
John Levantis
John Matthissen
Lesley Mayes

Suzie Morley (Chair)
Dave Muller
Mike Norris
Kevin Welsby

A G E N D A

| ITEM | BUSINESS | PAGES |
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PART 1

1 SUBSTITUTES AND APOLOGIES

Any Member attending as an approved substitute to report giving his/her name and the name of the Member being substituted.

2 DECLARATION OF INTERESTS

Members to declare any interests as appropriate in respect of items to be considered at this meeting.

3 JAC/17/17 TO CONFIRM THE MINUTES OF THE MEETING HELD ON 15 JANUARY 2018 1 - 6

4 PETITIONS

The Corporate Manager – Democratic Services to report, in accordance with Council's Rules of Procedure, the receipt of any petitions submitted to the Chief Executive.

5 QUESTIONS BY THE PUBLIC

To consider questions from, and provide answers to, the public in relation to matters which are relevant to the business of the meeting and of which due notice has been given in accordance with the Committee and Sub-Committee Procedure Rules.

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| 6 | QUESTIONS BY COUNCILLORS | |
| | To consider questions from, and provide answer to, Councillors on any matter in relation to which the Committee has powers or duties and of which due notice has been given in accordance with the Committee and Sub-Committee Procedure Rules. | |
| 7 | EXTERNAL AUDIT REPORTS | |
| | Suresh Patel from Ernst and Young will attend the meeting to present the following reports and answer Members' questions. | |
| a | JAC/17/18 Certification of Claims and Returns Annual Report 2016/17 | 7 - 16 |
| b | JAC/17/19 Joint Audit Plan 2017/18 | 17 – 54 |
| 8 | JAC/17/20 INTERNAL AUDIT PLAN 2018/19 | 55 - 62 |
| | Report by the Corporate Manager – Internal Audit attached. | |
| 9 | JAC/17/21 MANAGING THE RISK OF FRAUD AND CORRUPTION - ANNUAL REPORT 2017/18 | 63 - 72 |
| | Report by the Corporate Manager – Internal Audit attached. | |
| 10 | POSITION STATEMENT - RISK MANAGEMENT | |
| | Verbal update from Internal Audit. | |
| 11 | JAC/17/22 CODE OF CONDUCT COMPLAINTS MONITORING REPORT | 73 - 76 |
| | Report by the Monitoring Officer attached. | |
| 12 | JAC/17/23 FORWARD PLAN | 77 - 78 |
| | Report by the Corporate Manager – Democratic Services attached. | |

Note: The date of the next meeting is Monday 14 May 2018 commencing at 10.15 a.m.

Introduction to Public Meetings

Babergh/Mid Suffolk District Councils are committed to Open Government. The proceedings of this meeting are open to the public, apart from any confidential or exempt items which may have to be considered in the absence of the press and public.

For more information about this meeting, including access arrangements and facilities for people with disabilities, please contact the Governance Officer on: 01449 724681 or Email: Committees@baberghmidsuffolk.gov.uk

Domestic Arrangements:

- Toilets are situated opposite the meeting room.
- Cold water is also available outside opposite the room.
- Please switch off all mobile phones or turn them to silent.

Evacuating the building in an emergency: Information for Visitors:

If you hear the alarm:

1. Leave the building immediately via a Fire Exit and make your way to the Assembly Point (Ipswich Town Football Ground).
2. Follow the signs directing you to the Fire Exits at each end of the floor.
3. Do not enter the Atrium (Ground Floor area and walkways). If you are in the Atrium at the time of the Alarm, follow the signs to the nearest Fire Exit.
4. Use the stairs, not the lifts.
5. Do not re-enter the building until told it is safe to do so.