

## NOTICE OF MEETING

**Meeting:** AUDIT COMMITTEE

**Date and Time:** FRIDAY, 24 MARCH 2017, AT 9.30 AM\*

**Place:** COMMITTEE ROOM 1, APPLETREE COURT,  
LYNDHURST

**Telephone enquiries to:** Lyndhurst (023) 8028 5000  
023 8028 5588 - ask for Andy Rogers  
E-mail: [andy.rogers@nfdc.gov.uk](mailto:andy.rogers@nfdc.gov.uk)

### **PUBLIC PARTICIPATION:**

\*Members of the public may speak in accordance with the Council's public participation scheme:

- (a) immediately before the meeting starts, on items within the Committee's terms of reference which are not on the public agenda; and/or
  - (b) on individual items on the public agenda, when the Chairman calls that item.
- Speeches may not exceed three minutes. Anyone wishing to speak should contact the name and number shown above.

**Bob Jackson**  
Chief Executive

Appletree Court, Lyndhurst, Hampshire. SO43 7PA  
[www.newforest.gov.uk](http://www.newforest.gov.uk)

**This Agenda is also available on audio tape, in Braille, large print and digital format**

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## AGENDA

### **Apologies**

#### **1. MINUTES**

To confirm the minutes of the meeting held on 27 January 2017 as a correct record.

#### **2. DECLARATIONS OF INTEREST**

To note any declarations of interest made by members in connection with an agenda item. The nature of the interest must also be specified.

Members are asked to discuss any possible interests with Democratic Services prior to the meeting.

**3. PUBLIC PARTICIPATION**

To note any issues raised during the public participation period.

**4. AUDIT COMMITTEE BRIEFING (Pages 1 - 12)**

To note the Local Government Audit Committee Briefing prepared by Ernst and Young, the Council's external auditor.

**5. 2016/17 EXTERNAL AUDIT PLAN (Pages 13 - 20)**

To note the external auditor's proposed audit plan for the year 2016/17.

**6. PROGRESS AGAINST THE 2016/17 AUDIT PLAN (Pages 21 - 30)**

To note progress against the 2016/17 internal audit plan, which was approved in March 2016.

**7. INTERNAL AUDIT CHARTER, ASSURANCE FRAMEWORK AND INTERNAL AUDIT PLAN 2017/18 (Pages 31 - 48)**

To review the Internal Audit Plan for 2017/18.

**8. LOCAL CODE OF GOOD GOVERNANCE - THE NEW FRAMEWORK (Pages 49 - 58)**

To consider the new Local Code of Good Governance.

**9. THE REGULATION OF INVESTIGATORY POWERS ACT 2000 (RIPA) - ANNUAL REPORT (Pages 59 - 100)**

To note the RIPA annual report.

**10. WRITE OFF POLICY (Pages 101 - 108)**

To consider an updated code of practice for write offs, and to make a recommendation to the Cabinet.

**11. AUDIT COMMITTEE WORK PLAN (Pages 109 - 110)**

To consider the Audit Committee's Work Plan.

**12. ANY OTHER ITEMS WHICH THE CHAIRMAN DECIDES ARE URGENT**

To:

**Councillors:**

**Councillors:**

A D O'Sullivan (Chairman)  
J G Ward (Vice-Chairman)  
W G Andrews  
M R Harris

J D Heron  
Mrs E L Lane  
R A Wappet  
C A Wise