

BRISTOL CITY COUNCIL
Audit Committee
19th April 2013

Report of: Interim City Director

Report Title: The Draft 2013/14 Audit Committee Work Programme

Ward: Citywide

Officer presenting report: Alison Mullis, Melanie Henchy-McCarthy
J/S Chief Internal Auditor

Contact Telephone Number: 0117 92 22448

RECOMMENDATION

The Committee note for information, and comment upon the issues arising in respect of:

(i) The provisional dates and format for the 2013/14 Audit Committee meetings as contained in the draft Work Programme attached at Appendix A.

SUMMARY

This report presents the provisional dates for the 2013/14 cycle of Audit Committee meetings, together with the draft Work Programme.

The significant issues in the report are:

- Provisional dates, and format for the draft 2012/13 Work Programme, paragraphs 1.1 - 1.2 and Appendix A

Policy

This report is submitted in accordance with the Audit Committee's Terms of Reference.

Consultation:

Internal: None necessary

External: None necessary

1 2013/14 Draft Work Programme

- 1.1 The provisional dates set out in Appendix A follow the normal Audit Committee meetings cycle. Exceptionally, the date for the September meeting has been brought forward by one week in order to leave sufficient time to make any amendments as may be required to the Statement of Accounts (before they are published in late September).
- 1.2 The draft Work Programme incorporates those agenda items which, by custom and practice, are regularly overseen by the Committee.

Other Options Considered

None necessary

Risk Assessment

Assurances provided by the Audit Committee around its agreed Work Programme are an important element of the Council's governance arrangements.

Equalities Impact Assessment

None necessary for this report

Environmental Impact Assessment

None necessary for this report

Legal and Resource Implications

Legal - none sought

Resource - None arising from this report

Appendices

Appendix A Provisional dates, and format for the draft 2013/14 Work Programme.

LOCAL GOVERNMENT (ACCESS TO INFORMATION) ACT 1985

Background Papers

None.

APPENDIX (15) A

AUDIT COMMITTEE DRAFT WORK PROGRAMME 2013/14

Meeting Date:	Work Programme - Details
Friday 28 June 2013 2.00pm	Draft Statement of Accounts 2012/13 Grant Thornton: <ul style="list-style-type: none">• Interim Audit Report / Audit Assurance Memorandum Internal Audit : <ul style="list-style-type: none">• Annual Report 2012/13• Benefit Fraud Annual Report 2012/13• Audit Plan 2013/14• Draft Annual Governance Statement 2011/12 Business Continuity Report - Update Information Security Strategy For information To be determined
Friday 20 September 2013 2.00pm	Grant Thornton: <ul style="list-style-type: none">• ISA260 Report for those charged with Governance ???? Statement of Accounts Year Ended 31 March 2013 Internal Audit : <ul style="list-style-type: none">• Final Annual Governance Statement 2012/13 Risk Register: <ul style="list-style-type: none">• H&SC Risk Register• Corporate Risk Register For information To be determined

Meeting Date:	Work Programme - Details
Friday 8 November 2012 2.00pm	Grant Thornton: <ul style="list-style-type: none"> • 2012/13 Annual Audit Letter Internal Audit: <ul style="list-style-type: none"> • Risk Management Annual Report 2012/13 • Internal Audit Half Yearly Report Benefit Fraud Investigation Team: <ul style="list-style-type: none"> • Half Yearly Report Risk Registers: <ul style="list-style-type: none"> • N&CD Risk Register • CYPs Risk Register Summary of Gateway Reviews For information To be determined
Friday 17 January 2014 2.00pm	Grant Thornton: <ul style="list-style-type: none"> • Audit Assurance Memorandum • Audit Plan ????? • 2012/13 Grants Report Internal Audit <ul style="list-style-type: none"> • Fraud Update • Tenancy Fraud Initiative - Update Risk Registers: <ul style="list-style-type: none"> • Corporate Services Risk Register Business Continuity Planning - Update For information To be determined
Friday 14 March 2014 2.00pm	Extra session in case required ?
Friday 18 April 2014 2.00pm	Grant Thornton: <ul style="list-style-type: none"> • 2014/15 Audit Fee Letter • Audit Approach Memorandum Draft Audit Committee Annual Report to Council 2012/13 Risk Register: <ul style="list-style-type: none"> • Neighbourhood HRA - Landlord Services Risk Register • Corporate Risk Register For Information: To be determined