

BRISTOL CITY COUNCIL

AUDIT COMMITTEE

2nd May 2014

Report of: Chief Internal Auditor

Report Title: The Draft 2014/15 Audit Committee Work Programme

Ward: Citywide

Officer presenting report: Melanie Henchy-McCarthy, Alison Mullis

J/S Chief Internal Auditor

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RECOMMENDATION

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

(i) The provisional dates and format for the 2014/15 Audit Committee meetings as contained in the draft Work Programme attached at Appendix A.

SUMMARY

This report presents the provisional dates for the 2014/15 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 2014/15 Work Programme, paragraphs 1.1 - 1.3 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 2014/15 Draft Work Programme

- 1.1 The provisional dates set out in Appendix A follow the normal Audit Committee meetings cycle.
- 1.2 The draft Work Programme incorporates those agenda items which, by custom and practice, are regularly overseen by the Committee.
- 1.3 The following areas should also be considered for inclusion in the work programme as and when appropriate:
- Financial Governance
 - Commissioning Governance
 - Trading with Schools – impact on control and effectiveness of trading model
 - CIPFA Good Practice in Audit Committees – Self assessment outcomes.

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 2014/15 Work Programme.

LOCAL GOVERNMENT (ACCESS TO INFORMATION) ACT 1985

Background Papers

None.

AUDIT COMMITTEE
DRAFT
WORK PROGRAMME 2014/15

Meeting Date:	Work Programme - Details
Friday 27 June 2014 9.30am	<p>Confirm dates and times of meetings</p> <p>Grant Thornton:</p> <ul style="list-style-type: none"> • Protecting the Public Briefing 2013 Purse Fraud Briefing 2013. <p>Internal Audit :</p> <ul style="list-style-type: none"> • Annual Report 2013/14 • Audit Plan for 2014/15 • Benefit Fraud Annual Report 2013/14 <p>Member Standards Items:</p> <p>Information Items: <i>To be determined</i></p>
Friday 4 th July 2014 9.30am	<p>Draft Statement of Accounts 2013/14</p> <p>Internal Audit:</p> <ul style="list-style-type: none"> • Draft Annual Governance Statement 2013/14 <p>Information Items: <i>To be determined</i></p>

<p>Friday 19 September 2014 9.30am</p>	<p>Statement of Accounts Year Ended 31 March 2014</p> <p>Grant Thornton:</p> <ul style="list-style-type: none"> • ISA260 Report <p>Internal Audit:</p> <ul style="list-style-type: none"> • Final Annual Governance Statement 2013/14 • 1st Quarter (1st April – 30th Jun 2014) update <p>Member Standards Items:</p> <p>Information Security Strategy</p> <p>Single Change Programme</p> <p>Information Items: <i>To be determined</i></p>
<p>Friday 7 November 2014 9.30am</p>	<p>Grant Thornton:</p> <ul style="list-style-type: none"> • Annual Audit Letter <p>Internal Audit:</p> <ul style="list-style-type: none"> • Risk Management Annual Report 2013/14 • Internal Audit 2nd Quarter Report • Benefit Fraud Investigation Half Year Report 2014/15 <p>Risk Register:</p> <ul style="list-style-type: none"> • Corporate Risk Register <p>Member Standards Items:</p> <p>Information Items: <i>Directorate Risk Registers</i></p>
<p>Friday 16 January 2015 9.30am</p>	<p>Grant Thornton:</p> <ul style="list-style-type: none"> • 2013/14 Grants Report <p>Internal Audit</p> <ul style="list-style-type: none"> • Fraud Update (inc. Tenancy Fraud Initiative) <p>Member Standards Items:</p> <p>Information Items: <i>Directorate Risk Registers</i></p>
<p>Friday 6 March 2015 9.30am</p>	<p>Internal Audit:</p> <ul style="list-style-type: none"> • Additional provisional meeting for possible agenda overruns

<p>Friday 24 April 2015 9.30am</p>	<p>Grant Thornton:</p> <ul style="list-style-type: none"> • 2015/16 Audit Fee Letter • Audit Approach Memorandum <p>Internal Audit</p> <ul style="list-style-type: none"> • Internal Audit 3rd Quarter report <p>Draft Audit Committee Annual Report to Council 2014/15</p> <p>Member Standards Items:</p> <p>Information Items: <i>Directorate Risk Registers</i></p>
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