



Audit Committee Action Sheet – 29th January 2016

Action number	Item/report	Action and Deadline	Responsible officer	Action taken and date completed
1	Action sheet (25/9)	Report on Management of Natural Resources to be brought to a future meeting	PG/LB	Pending
2	Action sheet (25/9)	Advise members of AC when review of financial regulations has been completed	MHM/AM	Pending
3	Treasury Management Strategy/Practices	Provide current figures for the servicing of the Council's debt to Councillor Mead	TW	No confirmation
4	Corporate Risk Register	Concerns about risk in respect of devolution to be taken back to risk owners	MHM/AM	Pending
5	Annual Governance Statement	Brief Councillor Hopkins and discuss concerns raised in respect of Metro Bus project risks	MHM/AM	Pending

AUDIT COMMITTEE

DRAFT WORK PROGRAMME 2015/16

Meeting Date	Report Author	Report Details	Presented Y/N	Comments:
Friday 26 June 2015		Confirm dates and times of meetings		
9.30am	External Audit:	Update Report	Yes	
	Internal Audit:	Audit Plan 2015/16	Yes	
		Benefit Fraud Annual Report 2014/15	Yes	
	Legal:	Members Standard items:	None	
		Information Items:		
		CIPFA - Audit Committee Update	Yes	
Friday 10 July 2015	Finance:	Training on Statement of Accounts (By GT)	Yes	
9.30am	I mance.	Draft Statement of Accounts 2014/15	Yes	
Jacob				
	Internal Audit:	Annual Report 2014/15	Yes	
		Draft Annual Governance Statement 2014/15 and Action		
		Plan Update	Yes	
Friday 25 September	Finance:	Final statement of Accounts 2014/15	Yes	
2015	I mance.	Treasury Management - Quarter 1 Report	Yes	
9.30am		MetroBus - Briefing on VfM and Funding	Yes	
	External Audit:	ISA260 Report	Yes	
	Internal Audit:	Final Annual Governance Statement 2014/15 and Action	V ₂ .	
		Plan Update Corporate Risk Register - Discussion (papers issued in	Yes	
		advance)	Yes	
			103	
				Due to agenda pressure - item
		Transparency Code Compliance	No	moved to November meeting
		Change Programme - Financial Benefits Realisation	N.	Due to agenda pressure - item
		Governance	No	moved to November meeting
				Due to agenda pressure - item
		Markets Financial Operation - Further Update	No	moved to November meeting
			No]

Meeting Date	Report Author	Report Details	Presented Y/N	Comments:
	Officer:	Markets Charter Application	No	Due to agenda pressure - item moved to November meeting
		Bristol 2015 Update.	No	Due to agenda pressure - item moved to November meeting
		An Overview of the Scrutiny Function	No	Due to agenda pressure - item moved to November meeting
	Legal:	Members Standard Items		
		Information Items: Treasury Management 2014/15 Annual Report	Yes	
Friday 27	External Audit:	Annual Audit Letter		
November 2015 9.30am	Finance:	Treasury Management - Mid-year Report		
	Internal Audit:	Internal Audit Half-Year Report 2015/16 Transparency Code Compliance Markets Financial Operation - Further Update		
	Officer:	Bristol 2015 - Update Report Markets Charter Application		
	Legal:	Members Standard Items:		
		Information Items: Directorate Risk Registers CIPFA Better Governance Forum Update.		
		Deferred Items: Change Programme - Financial Benefits Realisation Governance	No	Deferred due to interim reporting protocol. Reporting re-aligned with
		Risk Management Annual report 2014/15	No	financial year. Full report in April 2016 Full update delayed to allow
		Bristol Code of Corporate Governance - Update An Overview of the Scrutiny Function	No No	for impact of 2016 all out elections. For discussion.
	SIRO:	Information Security Strategy - Update	No	Due to agenda pressure - item moved to March meeting

Report Author	Report Details	Presented Y/N	Comments:
	Customer Relations Update on effectiveness of new		
Officer:	system	No	Deferred to Janaury meeting.
External Audit:	2014/15 Grants Report		
Finance:			
	Treasury Management - Strategy Report and Practices		
Internal Audit:	Fraud Update (Incl. Tenancy Fraud Initiative)		
	11		
	Annual Governance Statement Action Plan - Opdate		
Officer:	Customer Relations Update on effectiveness of new		Deferred from November
	system		meeting
Legal:	Traded Companies - Code of Practice		
	Member Standard Items:		
	Information Items:		
	PlaceDirectorate Risk Register		
	Deferred items:		
 Internal Audit:	Update on Local Audit Bill	No	Deferred to March Meeting.
Officer:	Partnerships - Risk/Opportunities - Value for Money	No	Defered to March Meeting
CIDO.	Information Consuits Chapters I Indate	No	Deferred to March receting
SIRU:	Information Security Strategy - Opdate	NO	Defered to March meeting
Internal Audit:	Audit Committee Effectiveness Review		Workshop - no report
	Quarter 3 Update		
External Audit	Audit Approach/Planning Letter 2016/17		
External Addit.	ridait ripproderly ridining Letter 2010/17		
			Deferred from January
Officer:			Meeting
	Bristol 2015 - Year-end Report		
			Deferred from January
SIRO:	Information Security Strategy - Update		Meeting
	Information Items:		
11	Update on Local Audit Bill		
	External Audit: Finance: Internal Audit: Officer: Legal: Internal Audit: Officer: SIRO: Internal Audit: Officer: SIRO:	External Audit: 2014/15 Grants Report	Customer Relations Update on effectiveness of new system No

Meeting Date	Report Author	Report Details	Presented Y/N	Comments:
Friday 29 April 2016				
9.30am	Internal Audit:	Draft Audit Committee Annual Report to Council 2015/16 Risk Management Annual Report Draft Annual Governance Statement 2015/16 and Updated Action Plan Annual Plan for 2016/17 Transparency in Decision Making		Currently under discussion
	Finance:	Accounting Policies		
	Markets	Final Markets Report		
	Legal:	Member Standard Items:		
		Information Items: Directorate Risk Register		