

**AUDIT COMMITTEE
DRAFT WORK PROGRAMME 2017/18**

Meeting Date	Report Author	Report Details	Routine Work Programme/ Other?	Officer Providing Report	Comments:
23rd June 2017 (AGM)	External Audit: Internal Audit: Finance: Legal:	Confirm Dates and Times of Meeting Update Report Audit Committee Annual Report to Full Council Internal Audit Annual Report Draft Annual Governance Statement Draft Statement of Accounts 2016/17 Member Standards items: Information Items: None	Routine Routine Routine Routine Routine Routine	Steve Gregory External Audit Lead Head of Internal Audit Head of Internal Audit Head of Internal Audit Service Director - Finance	Note: suggested timing re June 2018
20th July 2017 9.30am	Proposed Training: External Audit: Internal Audit: Legal	Improving Audit Committee Effectiveness Workshop Update Report Terms of Reference for Peer Review of Internal Audit Service Internal Audit Update (snapshot report and plan update) External Auditor Appointment Process Update Member Standards items: DBS Check Requirements for Members. Information Items: None	Training Routine Routine Routine Ad hoc Requested	Head of Internal Audit External Audit Lead Head of Internal Audit Head of Internal Audit Head of Internal Audit Legal and Democratic Services	
21st September 2017 2.00pm	Proposed Training: Internal Audit Finance External Audit Corporate Internal Audit Internal Audit Internal Audit Finance Finance Legal Internal Audit	Risk Workshop - The Committee's role and where it needs Assurance Final Annual Governance Statement 2016/17 Final Statement of Accounts 2016/17 ISO 260 Report Bundred Report and Annual Governance Statement Tracker Risk Management Policy Update Corporate Risk Register Update Internal Audit Activity Report Treasury Management Annual Report 2016/17 External Auditor Appointment Process Update DBS Policy Audit Committee Annual Report - Addendum	Training Routine Routine Routine Routine Routine Routine Routine Ad hoc Ad hoc Ad hoc	Internal Audit Service Director: Finance/ Head of Internal Audit Service Director - Finance External Auditor Lead Strategic Director Resources / Service Director Finance Head of Internal Audit Head of Internal Audit Head of Internal Audit Service Director Finance Service Director Finance/ Head of Internal Audit Head of Internal Audit	A Refresh on the Audit Committee's role with regards to Risk Management, and to explore whether greater assurance is required.

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	Legal	Member Standards items: Information Items: <i>Ombudsman Letter</i>			
23rd November 2017	Planned Training:	Governance Workshop, including the role of Audit (Both Internal & External - What the Committee need in terms of Assurance)	Training	Internal Audit	To explore the Role of the Internal and External Audit Function and the assurance they can give the Committee
2.00pm	External Audit	Annual Audit Letter	Routine	External Audit Lead	
	Internal Audit	Internal Audit Half-Year Activity Report Internal Audit - Half-Year Investigation Update Report including, CIPFA Code of Practice on Managing the Risk of Fraud and Corruption Internal Audit Quality Assurance and Improvement Plan Internal Audit Charter & Strategy Refresh	Routine Routine	Head of Internal Audit Head of Internal Audit	
	Corporate	Bundred Report and Annual Governance Statement Tracker Corporate Risk Register - Update	Routine Routine	Head of Internal Audit Head of Internal Audit Strategic Director Resources / Service Director Finance	
	Finance:	Treasury Management Half Year Report	Routine	Strategic Director Resources / Service Director Finance	
	Legal	Member Standards items: Information Items:	Routine	Service Director Finance	
25th January 2018	Proposed Training:	Commissioning and Partnership Governance (What the Committee need in terms of Assurance)	Training	Internal Audit to facilitate, with input from Procurement & Commissioning	To provide the Committee with an understanding of the partnership and commissioning governance within the Council, and the role the Committee play in providing Assurance
2.00pm	External Audit:	Grants Audit Report	Routine	External Audit Lead	
	Internal Audit:	Results of Peer Review of Internal Audit Service (Deferred to March 2018) Code of Governance Update and Re-design (Draft) Draft Revised Terms of Reference for the Audit Committee Progress report on Council's readiness for General Data Protection Regulations	Routine Ad-Hoc Senior Information Risk Owner	Head of Internal Audit Interim Chief Internal Auditor	Results from the Peer Review will not be received within required meeting timeframe.
	SIRO				
	Corporate	Bundred Report and Annual Governance Statement Tracker	Routine	Strategic Director Resources / Service Director Finance	
	Legal	Member Standards items: Budget Dispensations Information Items:	Routine	Service Director: Legal	
22nd March 2018	Proposed Training:	Audit Committee Effectiveness Workshop	Training	Service Director Finance	To equip the Committee with an understanding of the Accounts and the areas where it requires assurance

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2.00pm	Corporate External Audit Internal Audit Legal	Bundred Report and Annual Governance Statement Tracker Audit Approach and Planning Letter Draft Annual Plan 2018/19 Audit Committee Annual Report to Full Council (Draft) Corporate Risk Register Update Annual Whistleblowing Review Results of Peer Review of Internal Audit Service (Deferred from January 2018) Internal Audit Activity Report Member Standards items: Information Items:	Routine Routine Routine Routine Required Routine	Strategic Director Resources / Service Director Finance External Audit Lead Head of Internal Audit Head of Internal Audit Head of Internal Audit Head of Internal Audit Head of Internal Audit Head of Internal Audit	
24th May 2018	Proposed Training:	Statement of Accounts - including Financial Governance and what the Committee needs in terms of Assurance. Value for Money Assurance - What the Committee needs!	Training	Finance/Internal Audit to facilitate	To explore the ways in which the Audit Committee can provide assurance in terms of Value for Money in the Council
2.00pm <i>Possibly change to early June re draft account sign off</i>	External Audit Internal Audit Finance Legal	Update Report Internal Audit Annual Report for 2017/18 Draft Annual Governance Statement 2017/18 Annual Fraud Update and Policy Review Draft Statement of Accounts 2017/18 Accounting Policies Member Standards items: Information Items:	Routine Routine Routine Routine Routine	External Audit Lead Head of Internal Audit Head of Internal Audit Head of Internal Audit Service Director - Finance Service Director - Finance	