

**AUDIT COMMITTEE
WORK PROGRAMME 2018/19**

Meeting Date	Report Author	Report Details	Routine Work Programme/ Other?	ToR Ref	Officer Providing Report	Comments:
26th November 2018 2.30pm	Planned Training:	Performance Management - Assurance Arrangements	Training		Internal Audit	
	External Audit:	Update Report	Routine	1.8/1.10	External Audit Lead	
	Risk Management:	Review of a Specific Corporate Risk	Routine	4.1/4.3	Risk Manager / Risk Owner	
	Internal Audit:	Internal Audit Half-Year Activity Report	Routine	1.5/1.7/2.1	Chief Internal Auditor	
		Internal Audit - Half-Year Investigation Update Report and Anti-Fraud and Anti-Corruption Policy	Routine	2.4./2.10	Chief Internal Auditor	
		Internal Audit Quality Assurance and Improvement Plan	Routine	1.6	Chief Internal Auditor	
		Internal Audit Charter & Strategy Refresh	Routine	1.1	Chief Internal Auditor	
	Finance:	Treasury Management Report	Routine	3.3	Director - Finance	
		Information Items: None				
21st January 2019 2.00pm	Proposed Training:	Partnership Governance Arrangements	Training			
	External Audit:	External Audit Update Report	Routine	1.8/1.9	External Audit Lead	
	Internal Audit:	Annual Whistleblowing Review	Routine	2.4	Chief Internal Auditor	
		Annual Review of the effectiveness of the system of Internal Audit	Routine	1.13	Director - Finance	
	Risk Management:	Corporate Risk Register and Policy	Routine	4.1/4.3	Risk Manager	
	Corporate:	Companies Audit and Assurance Arrangements	Ad Hoc		Director - Finance/ Shareholder Liaison Director	
		Governance Tracking Report	Routine	2.5/4.4	Executive Director Resources / Director Finance	
	Legal:	Member Standards items: Value and Ethics Sub-Committee Report/Minutes including Budget Dispensations	Routine		Director: Legal& Democratic Services	
		Information Items: None				To cover those Inspection reports which provide assurance in relation to risks on the Corporate Risk Register
26th March 2019 2.00pm	Proposed Training:	Audit Committee Effectiveness Workshop	Training		Chief Internal Audit/Head of Internal Audit	To equip the Committee with an understanding of the Accounts and the areas where it requires assurance
	Risk Management:	Review of a Specific Corporate Risk	Routine	4.1/4.3	Risk Manager / Risk Owner	
	External Audit:	Audit Approach and Planning Letter	Routine	1.8/1.10	External Audit Lead	
		Fee Letter	Routine	1.8/1.10	External Audit Lead	
		Grants Audit Report	Routine	1.8	External Audit Lead	
	Internal Audit:	Draft Annual Plan 2019/20	Routine	1.2	Chief Internal Auditor	
		Peer Review Implementation Update	Routine	1.6	Chief Internal Auditor	
		Internal Audit Activity Report	Routine	1.5/1.7/2.1	Chief Internal Auditor	
	Risk Management	Risk Management Annual Report and Policy Update	Annual		Risk Manager	
	Legal:	Review of Committee Terms of Reference	Routine		Director: Legal& Democratic Services	
	Corporate:	Inspection Agency reports	Routine	1.12	Risk Manager	
		Member Standards items:				
		Information Items: None				

Meeting Date	Report Author	Report Details	Routine Work Programme/ Other?	ToR Ref	Officer Providing Report	Comments:
May 2019 (AGM) 2.00pm	Proposed Training:	Statement of Accounts and Annual Governance Statement	Training		Finance/Internal Audit to facilitate	
	External Audit:	Update Report	Routine	1.8/1.9	External Audit Lead	
	Internal Audit:	Draft Annual Governance Statement 2018/19 Annual Fraud Report Audit Committee Annual Report to Full Council (Draft) Internal Audit Annual Report 2018/19	Routine Routine Routine	2.5/4.4 2.4/2.10 5.1	Chief Internal Auditor Chief Internal Auditor Chief Internal Auditor	
	Finance:	Draft Statement of Accounts 2018/19	Routine	3.1	Executive Director Resources / Director Finance	
	Legal:	Member Standards items: Information Items: None				