

**AUDIT COMMITTEE
WORK PROGRAMME 2019/20**

Meeting Date	Report Author	Report Details	Routine Work Programme/ Other?	ToR Ref	Officer Providing Report	Comments:
Tuesday 28th May 2019 2:00 PM	Proposed Training:	Statement of Accounts	Training		Finance to facilitate	To provide committee member with an overview of Public Sector accounts and the key areas to examine.
	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 Routine	2.5/4.4 2.4/2.10 5.1 1.6	Deputy Chief Internal Auditor Deputy Chief Internal Auditor Deputy Chief Internal Auditor Deputy Chief Internal Auditor	
	Finance:	Draft Statement of Accounts 2018/19	Routine	3.1	Executive Director Resources / Director Finance	
	Legal:					
Monday 29th July 2019 2:00 PM	Training	Statement of Accounts - from the External Auditor's Prospective Training arranged for Thursday 25th July at 5pm. Room 1P07			Grant Thornton	
	External Audit:	Update Report	Routine	1.8/1.9	External Audit Lead	
	Internal Audit:	Annual Governance Statement 2018/19 Update Internal Audit Activity Report, including revised Audit Opinions (1)	Routine Routine	3.1 1.5/1.7/2.1	Head of Paid Service/S151 Officer Deputy Chief Internal Auditor	
	Risk & Insurance	Corporate Risk Report (Q4)	Routine	4.1/4.3	Risk & Insurance Manager	
	Finance	Statement of Accounts 2018/19 Companies Assurance (Letters to Audit Committee) AGS Tracker	Routine	3.1	Director of Finance	
	Legal	For Information: Constituional Update	Ad hoc	2.1	Director of Legal and Democratic Services	
Monday, 30th September 2019 2:00 PM	Training:	Treasury Management	Training		External Consultant	Training to be provided outside of the meeting day
	Finance:	Treasury Management - Annual Report 2018/19	Routine	3.3	Director of Finance	
	External Audit:	Final Statement of Accounts and Annual Governance Statement for 2018/19 ISA260 Report	Routine	1.8/1.9	External Audit Lead	
	Risk Management:	Review of a Specific Corporate Risk - Asbestos Management Corporate Risk Report (Q1)	Routine Routine	4.1/4.3 4.1/4.3	Risk Owner/Risk Manager Risk & Insurance Manager	
	Customer Relations	Ombudsman Report	Routine		Customer Relations Manager	
	Internal Audit:	Internal Audit Activity Report (2)	Routine	1.5/1.7/2.1	Chief Internal Auditor	
Monday, 25th November 2019 2.00 PM	Planned Training:	Role of the Audit Committee. Date and time of training to be confirmed	Training		CIPFA	Training to be provided outside of the meeting day
	External Audit:	Update Report	Routine	1.8/1.10	External Audit Lead	
	Risk Management:	Review of a Specific Corporate Risk - Infrastructure Risk	Routine	4.1/4.3	Risk Manager / Risk Owner	
	Internal Audit:	Internal Audit Half-Year Activity Report (3)	Routine	1.5/1.7/2.1	Chief Internal Auditor	

Meeting Date	Report Author	Report Details	Routine Work Programme/ Other?	ToR Ref	Officer Providing Report	Comments:
	Finance:	Internal Audit - Half-Year Investigation Update Report and Anti-Fraud and Anti-Corruption Policy Internal Audit Quality Assurance and Improvement Plan Internal Audit Charter & Strategy Refresh Audit Committee Half Year Report to Full Council (Draft) Treasury Management Half-Year Report	Routine Routine Routine New Routine	2.4./2.10 1.6 1.1 5.1 3.3	Chief Internal Auditor Chief Internal Auditor Chief Internal Auditor Chief Internal Auditor Director - Finance	
Monday, 20th January 2020 2:00 PM						Training to be provided outside of the meeting day
	External Audit:	External Audit Update Report	Routine	1.8/1.9	External Audit Lead	
	Internal Audit:	Annual Whistleblowing Review Annual Review of the effectiveness of the system of Internal Audit	Routine Routine	2.4 1.13	Chief Internal Auditor Director - Finance	
	Risk Management:	Corporate Risk Report (Q2) and Policy	Routine	4.1/4.3	Risk and Insurance Manager	
Monday, 23rd March 2020 2:00 PM	Proposed Training:	Audit Committee Effectiveness Workshop			Chief Internal Audit/Head of Internal Audit	To take the opportunity to look back over the year and determine what went well and identify areas for improvement.
	Risk Management:	Review of a Specific Corporate Risk Corporate Risk Report (Q3) and Policy	Routine Routine	4.1/4.3 4.1/4.3	Risk Owner/Risk Manager Risk and Insurance Manager	
	External Audit:	Audit Update Grants Audit Report	Routine Routine	1.8/1.10 1.8/1.10	External Audit Lead External Audit Lead	
	Internal Audit:	Draft Annual Plan 2020/21 Internal Audit Development Plan Update Internal Audit Activity Report (5)	Routine Routine Routine	1.2 1.6 1.5/1.7/2.1	Chief Internal Auditor Chief Internal Auditor Chief Internal Auditor	
	Legal:	Review of Committee Terms of Reference	Routine		Director: Legal& Democratic Services	
	Corporate:	Inspection Agency reports	Routine	1.12	Head of Corporate Finance	