

**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	<b>Proposed Training:</b>	<b>Statement of Accounts</b>	<b>Training</b>		<b>Finance to facilitate</b>	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	<b>Training</b>	<b>Statement of Accounts - from the External Auditor's Prospective Training arranged for Thursday 25th July at 5pm. Room 1P07</b>			<b>Grant Thornton</b>	
	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	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	<b>For Information:</b> Constituional Update	Ad hoc	2.1	Director of Legal and Democratic Services	
30th September 2019 2:00 PM	<b>Training:</b>	<b>Treasury Management: Date and time to be confirmed</b>	<b>Training</b>		<b>External Consultant</b>	Training to be provided outside of the meeting day
	Finance:	Treasury Management - Annual Report	Routine	3.3	Director of Finance	
	External Audit:	Final Statement of Accounts 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		Head of Customer Relations	
	Internal Audit:	Internal Audit Activity Report Final Annual Governance Statement 2018/19	Routine	1.5/1.7/2.1	Chief Internal Auditor	
25th November 2019 2.00 PM	<b>Planned Training:</b>	<b>Role of the Audit Committee. Date and time of training to be confirmed</b>	<b>Training</b>		<b>CIPFA</b>	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	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	
20th January 2020 2:00 PM	External Audit: Internal Audit: Risk Management:	External Audit Update Report External Audit Findings report ?? Write offs through delegated authority (MP) Annual Whistleblowing Review Annual Review of the effectiveness of the system of Internal Audit Corporate Risk Report (Q2) and Policy (Jan Cadby) ITT Update Exempt (IA) S Oliver attend for questions	Routine Routine Routine Routine	1.8/1.9 2.4 1.13 4.1/4.3	External Audit Lead Chief Internal Auditor Director - Finance Risk and Insurance Manager	
23rd March 2020 2:00 PM	Proposed Training: Risk Management: Finance External Audit: Internal Audit: Legal: Corporate:	<b>Audit Committee Effectiveness Workshop</b>  Review of a Specific Corporate Risk Corporate Risk Report (Q3) and Policy  Write offs through delegated authority  Audit Update Grants Audit Report Draft Annual Plan 2020/21 Internal Audit Development Plan Update Internal Audit Activity Report Planning COC Licensing COC Review of Committee Terms of Reference	 Routine Routine  Routine Routine Routine Routine Routine	 4.1/4.3 4.1/4.3  1.8/1.10 1.8/1.10  1.2 1.6 1.5/1.7/2.1	<b>Chief Internal Audit/Head of Internal Audit</b>  Risk Owner/Risk Manager Risk and Insurance Manager  Director - Finance External Audit Lead External Audit Lead Chief Internal Auditor Chief Internal Auditor Chief Internal Auditor Director: Legal& Democratic Services	To take the opportunity to look back over the year and determine what went well and identify areas for improvement.