

**AUDIT COMMITTEE**  
**WORK PROGRAMME 2020/21**

Meeting Date	Assurance Source	Report Details	Routine Work Programme/ Other?	ToR Ref	Officer Providing Report
28th May 2020 2:00PM	External Audit	2018/19 Statement of Accounts and ISA 260	Routine	1.8/1.9/3.2	External Audit Lead
	Finance	2019/20 Annual Governance Statement Actions arising from 2018/19	Routine	2.5/1.7	S151 Officer
	Internal Audit	2020/21 Internal Audit Plan	Routine	1.2	Chief Internal Auditor
	Other	Bristol Energy	Requested	2.9/3.1	S151 Officer
25th June 2020 2:00PM	External Audit:	Update Report	Routine	1.8/1.9/3.1	External Audit Lead
	Finance:	2018/19 Statement of Accounts	Routine	3.1	Executive Director Resources / Director Finance
	Other:	Bristol Energy	Other	2.3	Bristol Holdings Ltd
30th July 2020 2:00PM	External Audit:	Update Report	Routine	1.8/1.9	External Audit Lead
	Internal Audit:	Internal Audit Annual Report 2019/20	Routine	1.6	Chief Internal Auditor
		Draft Annual Governance Statement 2019/20	Routine	2.5/4.4	Chief Internal Auditor
		Annual Fraud Report 2019/20	Routine	2.4/2.10	Chief Internal Auditor
		Audit Committee Annual Report to Full Council (Draft)	Routine	5.1	Chief Internal Auditor
	Risk & Insurance	Corporate Risk Report (Q4)	Routine	4.1/4.3	Risk & Insurance Manager
	Finance:	Draft Statement of Accounts 2019/20	Routine	3.1	Executive Director Resources / Director Finance
	Other	Procurement Rules Update	Other	2.1	Head of Procurement
Bristol Holding - Audit and Risk Committee Assurance		Routine	2.3	Director: Commercialisation/BH Ltd Finance Director	
27th August 2020 2:00PM	Finance:	Draft Statement of Accounts 2019/20	Routine	3.1	Executive Director Resources / Director Finance
	Internal Audit:	Draft Annual Governance Statement 2019/20	Routine	2.5/4.4	Chief Internal Auditor
28th September 2020 2:00 PM	External Audit:	Update Report	Routine	1.8/1.9	External Audit Lead
	Finance:	Treasury Management - Annual Report 2019/20	Routine	3.3	Director of Finance
	Internal Audit	Internal Audit Activity Report	Routine	1.5/1.7/2.1	Chief Internal Auditor

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	Risk Management:	SIRO Assurance Report Corporate Risk Report (Q1) Risk Management Annual Report and Improvement Plan	New Routine New	4.1/4.3 4.1/4.3 4.1/4.3	Senior Information Risk Owner Risk & Insurance Manager Risk and Insurance Manager.
23rd November 2020 2:00 PM	External Audit:	External Audit Update Report	Routine	1.8/1.9	
	Finance:	Treasury Management Mid-Year Report	Routine	3.3	Director - Finance
	Risk Management:	Review of a Specific Corporate Risk	Routine	4.1/4.3	Risk Manager / Risk Owner
	Internal Audit:	Internal Audit Update Report	Routine	1.5/1.7/2.1	Chief Internal Auditor
		Counter Fraud Half Year Update Report	Routine	2.4./2.10	Chief Internal Auditor
		Audit Committee Half Year Report to Full Council (Draft)	Routine	5.1	Chief Internal Auditor
		Internal Audit Quality Assurance and Improvement Plan, Charter and Strategy	Routine	1.6	Chief Internal Auditor
	Legal:	Access to Information	Other	-	Director of Legal and Democratic Services
		Lord Mayors Protocol	Other	-	Director of Legal and Democratic Services
	Customer Relations	Annual Report of Local Government and Social Care Ombudsman Decisions	Routine	1.12	Customer Relations Manager
25th January 2021 2:00 PM	External Audit:	External Audit Update Report	Routine	1.8/1.9	External Audit Lead
		Value for Money Report	Routine	3.2	External Audit Lead
	Internal Audit:	Internal Audit Update Report	Routine	1.5/1.7/2.1	Chief Internal Auditor
	Risk Management:	Corporate Risk Report (Q2) and Risk Management Policy	Routine	4.1/4.3	Risk and Insurance Manager
	Other	Contract Management Update	Other	2.1/4.3	Head of Procurement
22nd March 2021 2:00 PM	Risk Management:	Review of a Specific Corporate Risk	Routine	4.1/4.3	Risk Owner/Risk Manager
	Finance:	Statement of Accounts 2019/20	Routine	3.1	Director: Finance
	External Audit:	Audit Update	Routine	1.8/1.10	External Audit Lead
		Grants Audit Report	Routine	1.8/1.10	External Audit Lead
	Internal Audit:	Draft Annual Plan 2021/22	Routine	1.2	Chief Internal Auditor
		Internal Audit Update Report and Management Action Tracking	Routine	1.5/1.7	Chief Internal Auditor
		Annual Whistleblowing Review	Routine	2.4	Chief Internal Auditor
		IT Transformation Programme	Other	4.3	Chief Internal Auditor
	Legal:	Review of Committee Terms of Reference	Routine	-	Director: Legal& Democratic Services
		Code of Corporate Governance	Routine	2.6	Director: Legal& Democratic Services
	Corporate:	External Inspection Reports	Routine	1.12	Head of Corporate Finance

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		AGS 2019/20 - Actions Tracking Update Annual Internal Audit Opinion - Root Cause Analysis	Routine Other	2.5/4.4 1.4/5.1	Director: Finance