

## WORK PROGRAMME 2015 – 2016

### AUDIT COMMITTEE - 25 JUNE 2015

#### Resolution Required

#### 1. Work Programme

- 1.1 This report covers the Work Programme for the 2015/16 municipal year.
- 1.2 The Committee's terms of reference are set out at the front of the agenda.

#### 2. Current Work Programme

- 2.1 This is the first meeting of the Committee scheduled for the municipal year 2015/16.

- 2.2 Meetings of this Committee have been scheduled in the Council's Diary for 2015 -16 on the following dates:-

- **24 September 2015**
- **24 March 2016**

- 2.3 Details of the Work Programme for the next meetings are as follows:

<b>September 2015</b>		
Corporate Risk Register	Audit Manager Head of Service - as appropriate <i>Performance Management – Assistant Chief Executive – Lee O'Neil</i>	Review
Corporate Risk Register	Head of Service - as appropriate	Updates on target dates missed
Annual Governance Statement	Chief Finance Officer	Approval
External Audit report on Audit and Statement of Accounts	External Audit	Report
Report on The Effectiveness of the System of Internal Audit	Audit Manager	Report
Anti-fraud, corruption and bribery policy	Audit Manager	Review
Annual Governance Statement	Chief Finance Officer	Report
Committee's Work programme for 2015/2016	Audit Manager/ Chief Finance Officer/Audit Committee	Report

External Audit Annual Audit Letter	External Audit	Report
Corporate Risk Register	Audit Manager	Review
Corporate Risk Register	Head of Service - as appropriate	Updates as requested by Audit Committee
Internal Audit Interim Report	Audit Manager	Report
Confidential Reporting Code	Audit Manager	Review
Committee's Work programme for 2015/2016	Audit Manager/ Chief Finance Officer/Audit Committee	Report

<b>March 2016</b>		
External Audit Plan	External Audit	Report
Corporate Risk Register	Audit Manager	Review
Corporate Risk Register	Head of Service - as appropriate	Updates on target dates missed
Internal Audit Annual Plan	Audit Manager	Report
Committee's Work programme for 2016/2017	Audit Manager/ Chief Finance Officer/Audit Committee	Report

- 2.4 Any topics identified during consideration of the business at this meeting, will need to be included in the above Work Programme.
- 2.5 Other issues Members wish to raise for consideration at the next or any future meeting and agreed by the Committee, may be included in the Work Programme.
- 2.6 External audit may have one or two reports that arise from time to time which are not possible to predict in advance but will be incorporated into the Work Programme or appear on the agenda as appropriate.
- 2.7 Managers may be required to attend the Committee, similarly to that resolved in Minute No. 227/06, to explain why they have not implemented the recommendations of the Head of Audit Services. It is not possible to predict these circumstances but they will be dealt with as and when they arise either by incorporating into the Work Programme or appearing on the agenda as appropriate.

### **3. Resolution**

The Committee is asked to consider and approve the Work Programme as submitted and/or amended at the meeting.

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