

WORK PROGRAMME 2016 – 2017

AUDIT COMMITTEE – 24 MARCH 2016

Resolution Required

1. Work Programme

- 1.1 This report covers the Work Programme for the current and forthcoming municipal year 2015/16 and 2016/17.
- 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 last 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 2016/17 on the following dates:-
- **June 2016 (date to be amended)**
 - **29 September 2016**
- 2.3 Details of the Work Programme for the next meetings are as follows:

| March 2016 | | |
|---|--|--------------------------------|
| Corporate Risk Management | Audit Manager | Review |
| Corporate Risk Register | Head of Service - as appropriate | Updates on target dates missed |
| Anti-fraud, corruption and bribery policy | Internal Audit Manager | Review |
| Committee's Work programme for 2015/2016 | Internal Audit Manager / Chief Finance Officer/Audit Committee | Report |
| External Audit Annual Audit Letter | External Audit | Report |
| Internal Audit Annual Plan | Internal Audit Manager | Report |
| Confidential Reporting Code | Internal Audit Manager | Review |
| Committee's Work programme for 2016/2017 | Internal Audit Manager / Chief Finance Officer/Audit Committee | Report |

| June 2016 | | |
|------------------------------|----------------------------------|--------------------------------|
| External Audit Plan | External Audit | Report |
| Corporate Risk Management | Audit Manager | Review |
| Corporate Risk Register | Head of Service - as appropriate | Updates on target dates missed |
| Audit Services Annual Report | Internal Audit Manager | Report |
| Committee's Work programme | Internal Audit Manager / Chief | Report |

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|---------------|---------------------------------|--|
| for 2016/2017 | Finance Officer/Audit Committee | |
|---------------|---------------------------------|--|

| September 2015 | | |
|---|--|--------------------------------|
| Corporate Risk Management | Internal Audit Manager | 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 | Internal Audit Manager | Report |
| Report on The Effectiveness of the System of Internal Audit | Internal Audit Manager | Report |
| External Audit Annual Audit Letter | External Audit | Report |
| Internal Audit Interim Report | Internal Audit Manager | Report |
| Committee's Work programme for 2015/2016 | Internal 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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