

## WORK PROGRAMME 2016 – 2017

### AUDIT COMMITTEE – 29 September 2016

#### Resolution Required

#### 1. Work Programme

- 1.1 This report covers the Work Programme for the current municipal year 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 second meeting of the Committee scheduled for the municipal year 2016-17.
- 2.2 Meetings of this Committee have been scheduled in the Council's Diary for 2016/17 on the following dates:-
- **7 July 2016**
  - **29 September 2016**
- 2.3 Details of the Work Programme for the current and future meetings are as follows:

<b>July 2016</b>		
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 for 2016/2017	Internal Audit Manager / Chief Finance Officer/Audit Committee	Report

<b>September 2016</b>		
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 Plan	External Audit	Report
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 2016-2017	Internal Audit Manager / Chief Finance Officer/Audit Committee	Report
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- 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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