

AUDIT COMMITTEE WORK PROGRAMME

Committee Date: 14 December 2016			
Agenda Item	Overview of Agenda Item	Lead Officer	Has agenda item previously been deferred? Details and date of deferment required
Grant Thornton Progress Report	To consider the external auditor's report on progress against planned outputs.	Grant Thornton.	No.
Annual Audit Letter 2015/16	To consider Grant Thornton's Audit Letter 2015/16.	Grant Thornton.	No.
Internal Audit Plan Monitoring Report	To consider the Internal Audit work undertaken and the assurance given on the adequacy of internal controls operating in the systems audited.	Graeme Simpson, Corporate Services Group Manager.	No.
Trade Waste Audit	To update the Committee on the management response to the findings of the trade waste internal audit report which was presented in March 2016.	Richard Kirk, Interim Environmental and Housing Services Group Manager.	No.
Counter Fraud Unit Business Case	To consider the options for the Council's approach to counter fraud.	Simon Dix, Finance and Asset Management Group Manager	
Monitoring of Gloucestershire Safeguarding Children Board Section 11 Audit	Annual report to give assurance as to the level of the Council's compliance with its safeguarding duty.	Richard Kirk, Interim Environmental and Housing Services Group Manager.	No.

NB – Changes from previous work programme highlighted in bold

Committee Date: 14 December 2016

Agenda Item	Overview of Agenda Item	Lead Officer	Has agenda item previously been deferred? Details and date of deferment required
Monitoring of Significant Governance Issues	To consider the monitoring report on the Significant Governance Issues identified in the Annual Governance Statement and to review progress against the actions.	Sara Freckleton, Borough Solicitor.	No.
Corporate Risk Register	To consider the risk register and the risks contained within it.	Graeme Simpson, Corporate Services Group Manager.	No.

NB – Changes from previous work programme highlighted in bold

Committee Date 22 March 2017			
Agenda Item	Overview of Agenda Item	Lead Officer	Has agenda item previously been deferred? Details and date of deferment required
Grant Thornton Progress Report	To consider the external auditor's report on progress against planned outputs.	Grant Thornton.	No.
Grant Thornton Audit Plan	To consider Grant Thornton's Audit Plan.	Grant Thornton.	No.
Grant Thornton Certification Year End Letter March 2016	To consider the certification year-end letter March 2016.	Grant Thornton.	No.
Statement of Accounting Policies	To approve the accounting policies to be used during the 2016/17 closedown.	Emma Harley, Finance Manager.	No.
Early Close Down Checklist for Statement of Accounts	To consider the outcomes of the self-assessment which is required to meet the new closure date for statement of accounts	Simon Dix	No.
Internal Audit Plan Monitoring Report	To consider the Internal Audit work undertaken and the assurance given on the adequacy of internal controls operating in the systems audited.	Graeme Simpson, Corporate Services Group Manager.	No.
Internal Audit Plan 2017/18	To approve the Internal Audit Plan 2017/18.	Graeme Simpson, Corporate Services Group Manager.	No.
PSISA Independent Review Report Format	To approve the approach to the independent five year review of Internal Audit.	Graeme Simpson, Corporate Services Group Manager.	No.

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Committee Date 22 March 2017

Agenda Item	Overview of Agenda Item	Lead Officer	Has agenda item previously been deferred? Details and date of deferment required
Monitoring of Significant Governance Issues	To consider the monitoring report on the Significant Governance Issues identified in the Annual Governance Statement and to review progress against the actions.	Sara Freckleton, Borough Solicitor.	No.
Corporate Risk Register	To consider the risk register and the risks contained within it.	Graeme Simpson, Corporate Services Group Manager.	No.

NB – Changes from previous work programme highlighted in bold

Committee Date June 2017			
Agenda Item	Overview of Agenda Item	Lead Officer	Has agenda item previously been deferred? Details and date of deferment required
Grant Thornton Progress Report	To consider the external auditor's report on progress against planned outputs.	Grant Thornton.	No.
Grant Thornton Fees Letters 2017/18	To consider the fee letter from Grant Thornton in relation to the audit work to be undertaken during 2017/18.	Grant Thornton.	No.
Internal Audit Plan Monitoring Report	To consider the Internal Audit work undertaken and the assurance given on the adequacy of internal controls operating in the systems audited.	Graeme Simpson, Corporate Services Group Manager.	No.
Internal Audit Annual Report 2016/17	To consider the Internal Audit Annual Report 2016/17 and the assurance from the work undertaken during the year on the level of internal control within the systems audited during the year.	Graeme Simpson, Corporate Services Group Manager.	No.
Critical Judgements and Assumptions Made During the Preparation of the Statement of Accounts	To approve the critical accounting judgements that will be used in completing the 2016/17 annual accounts and to note the key sources of estimation uncertainty.	Emma Harley, Finance Manager.	No.
Annual Governance Statement 2016/17	To approve the Annual Governance Statement 2016/17.	Sara Freckleton, Borough Solicitor.	No.
National Fraud Initiative 2016/17	To consider the outcomes of the data matching exercise.	Richard Horton, Revenues and Benefits Group Manager.	No.

NB – Changes from previous work programme highlighted in bold

Committee Date June 2017			
Agenda Item	Overview of Agenda Item	Lead Officer	Has agenda item previously been deferred? Details and date of deferment required
Corporate Risk Register	To consider the risk register and the risks contained within it.	Graeme Simpson, Corporate Services Group Manager.	No.
Annual Report on Health and Safety Activities	To consider the adequacy of the Council's health and safety arrangements.	David Steels, Environmental Health Manager.	No.

NB – Changes from previous work programme highlighted in bold

Committee Date September 2017			
Agenda Item	Overview of Agenda Item	Lead Officer	Has agenda item previously been deferred? Details and date of deferment required
Grant Thornton Audit Findings	To consider Grant Thornton's Audit Findings 2016/17.	Grant Thornton.	No.
Letter of Representation	To consider the S151 Officer's Letter of Representation on the closure of the accounts for the year ended 31 March 2017.	Simon Dix	No.
Statement of Accounts 2016/17	To approve the Statement of Accounts 2016/17.	Simon Dix, Finance and Asset Management Group Manager.	No.
Internal Audit Plan Monitoring Report	To consider the Internal Audit work undertaken and the assurance given on the adequacy of internal controls operating in the systems audited.	Graeme Simpson, Corporate Services Group Manager.	No.
Corporate Risk Register	To consider the risk register and the risks contained within it.	Graeme Simpson, Corporate Services Group Manager.	No.

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