

# **Audit Committee Forward Programme 2016/17 and 2017/18**

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## **REASON FOR ITEM**

This report is to enable the Audit Committee to review planned meeting dates and the forward programme.

## **OPTIONS AVAILABLE TO THE COMMITTEE**

- 1. To confirm dates for Audit Committee meetings; and**
- 2. To make suggestions for future agenda items, working practices and/or reviews.**

## **INFORMATION**

**All meetings to start at 5.00pm**

<b>Meetings</b>	<b>Room</b>
<b>12 July 2016</b>	<b>CR3</b>
<b>22 September 2016</b>	<b>CR4</b>
<b>15 December 2016</b>	<b>CR5</b>
<b>16 March 2017</b>	<b>CR4</b>
<b>tbc June 2017</b>	<b>tbc</b>

## AUDIT COMMITTEE

### Forward Programme 2016/17 and 2017/18

<b>Meeting Date</b>	<b>Item</b>	<b>Lead Officer</b>
<b>12 July 2016</b>	<b>*Private meeting with Head of Business Assurance to take place before the meeting</b>	
	<b>Appointment of Chairman</b>	
	<b>Training Item - Statement of Accounts</b>	<b>Chief Accountant</b>
	<b>Draft Annual Governance Statement 2015/16</b>	<b>Head of Policy</b>
	<b>Annual Internal Audit Report &amp; Head of Internal Audit Opinion Statement 2015/16</b>	<b>Head of Business Assurance</b>
	<b>Internal Audit 2016/17 Quarter 1 Progress Report &amp; Quarter 2 Operational Internal Audit Plan</b>	<b>Head of Business Assurance</b>
	<b>Corporate Fraud Team Progress Report</b>	<b>Corporate Fraud Investigations Manager</b>
	<b>Risk Management Report &amp; Q4 Corporate Risk Register - Part II</b>	<b>Head of Business Assurance</b>
	<b>Audit Committee Forward Programme</b>	<b>Democratic Services Manager</b>

<b>Meeting Date</b>	<b>Item</b>	<b>Lead Officer</b>
<b>22 September 2016</b>	<b>*Private meeting with the Corporate Director of Finance to take place before the meeting</b>	
	<b>Training Item - Role of the External Auditor</b>	
	<b>Approval of the 2015/16 Statement of Accounts and External Audit Report on the Audit for the year ended 31 March 2016</b>	<b>Corporate Director of Finance /Ernst &amp; Young</b>
	<b>External Audit Report on the Pension Fund Annual Report and Accounts 2015/16</b>	<b>Ernst &amp; Young</b>
	<b>Internal Audit Progress Report 2016/17 Quarter 2 &amp; Operational Internal Audit Plan Quarter 3</b>	<b>Head of Business Assurance</b>
	<b>Annual Review on the Effectiveness of Internal Audit 2016/17</b>	<b>Head of Business Assurance</b>
	<b>Corporate Fraud Team Progress Report</b>	<b>Corporate Fraud Investigations Manager</b>
	<b>Risk Management Report &amp; Q1 Corporate Risk Register - Part II</b>	<b>Head of Business Assurance</b>
	<b>Audit Committee Forward Programme</b>	<b>Democratic Services Manager</b>

<b>Meeting Date</b>	<b>Item</b>	<b>Lead Officer</b>
<b>15 December 2016</b>	<b>*Private meeting with the Head of Business Assurance to take place before the meeting</b>	
	<b>External Audit Annual Audit Letter</b>	<b>Ernst &amp; Young</b>
	<b>Internal Audit Charter 2016/17</b>	<b>Head of Business Assurance</b>
	<b>Internal Audit Progress Report 2016/17 Quarter 3 &amp; Operational Internal Audit Plan Quarter 4</b>	<b>Head of Business Assurance</b>
	<b>Corporate Fraud Team Progress Report</b>	<b>Corporate Fraud Investigations Manager</b>
	<b>National Scheme for Auditor Appointments</b>	<b>Deputy Director Strategic Finance</b>
	<b>Risk Management Report &amp; Q2 Corporate Risk Register - Part II</b>	<b>Head of Business Assurance</b>
	<b>Annual Review of the Effectiveness of the Audit Committee 2016/17</b>	<b>Head of Business Assurance</b>
	<b>Audit Committee Terms of Reference</b>	<b>Democratic Services</b>
	<b>Audit Committee Forward Programme</b>	<b>Democratic Services</b>
	<b>Risk Management Report and Q2 Corporate Risk Register</b>	

<b>Meeting Date</b>	<b>Item</b>	<b>Lead Officer</b>
<b>16 March 2017</b>	<b>*Private meeting with External Audit (Ernst &amp; Young) to take place before the meeting</b>	
	<b>Training Item - tbc</b>	<b>tbc</b>
	<b>Annual External Audit Plan 2015/16 (Ernst &amp; Young)</b>	<b>Corporate Director of Finance /Ernst &amp; Young</b>
	<b>Annual Governance Statement 2015/16 – Interim Report</b>	<b>Head of Policy</b>
	<b>Balances and Reserves Statement</b>	<b>Corporate Director of Finance</b>
	<b>Revisions to the Treasury Management Strategy Statement and Investment Strategy 2017/18 to 2021/22</b>	<b>Corporate Director of Finance</b>
	<b>Internal Audit Progress Report 2016/17 Quarter 4</b>	<b>Head of Business Assurance</b>
	<b>Annual Internal Audit Plan 2017/18 &amp; Operational Internal Audit Plan Quarter 1</b>	<b>Head of Business Assurance</b>
	<b>External Quality Assessment of Internal Audit 206/17</b>	<b>Head of Business Assurance</b>
	<b>Corporate Fraud Team Progress Report</b>	<b>Corporate Fraud Investigations Manager</b>
	<b>Risk Management Report &amp; Q3 Corporate Risk Register - Part II</b>	<b>Head of Business Assurance</b>
	<b>Audit Committee Forward Programme</b>	<b>Democratic Services Manager</b>

<b>Meeting Date</b>	<b>Item</b>	<b>Lead Officer</b>
<b>tbv July 2017</b>	<b>*Private meeting with Head of Business Assurance to take place before the meeting</b>	
	<b>Appointment of Chairman</b>	
	<b>Training Item - TBC</b>	<b>Chief Accountant</b>
	<b>Draft Annual Governance Statement 2016/17</b>	<b>Head of Policy</b>
	<b>Annual Internal Audit Report &amp; Head of Internal Audit Opinion Statement 2016/17</b>	<b>Head of Business Assurance</b>
	<b>Internal Audit 2017/18 Quarter 1 Progress Report &amp; Quarter 2 Operational Internal Audit Plan</b>	<b>Head of Business Assurance</b>
	<b>Corporate Fraud Team Progress Report</b>	<b>Corporate Fraud Investigations Manager</b>
	<b>Risk Management Report &amp; Q4 Corporate Risk Register - Part II</b>	<b>Head of Business Assurance</b>
	<b>Audit Committee Forward Programme</b>	<b>Democratic Services Manager</b>