

## **AUDIT COMMITTEE WORK PROGRAMME**

### **1 Purpose**

- 1.1 To discuss, amend and approve the future work programme for 2017/18 for the Audit Committee.

### **2 Recommendations/for decision**

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| 2.1 | The Committee is asked to review, amend and approve the proposed work programme. Appendix 1 |
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### **3 Supporting information**

- 3.1 The proposed programme has been prepared taking into account the comments and requests made at previous Audit Committee meetings and the requirements of the Internal and External Audit process.
- 3.2 The Committee is asked to consider whether they wish to add or remove any items and whether the timing of items is appropriate to their needs.
- 3.3 The Committee is also asked to consider whether there are any additional areas or topics not included in the current work programme which they would like to add.

### **4 Reasons for Recommendation**

- 4.1 To allow members of the Audit Committee to amend and agree their work programme.

### **5 Resource implications**

- 5.1 There are no additional direct resource requirements arising from this report.

Contact Officer

Kate Mulhearn – Corporate Governance Manager  
Tel: 01296 585724

Background Documents

None

**AUDIT COMMITTEE WORK PROGRAMME 2017-18**

Item	Contact Officer	27 Mar	12 June*	24 July	25 Sep	13 Nov	22 Jan	26 Mar
		2017	2017	2017	2017	2017	2018	2018
Audit Committee Work Programme	Kate Mulhearn	X	X	X	X	X	X	X
Member Training / Briefing Sessions (TBC)	Kate Mulhearn	X			X	X	X	X
Audit Committee Annual Report	Kate Mulhearn				X			
Audit Committee Review of Effectiveness	Kate Mulhearn				X			
External Audit Plan & fee letter	Adrian Balmer (EY)						X	
External Audit - Audit Results Report (ISA 260)	Adrian Balmer (EY)				X			
External Audit Annual Letter	Adrian Balmer (EY)				X			
External Audit AGR for Grant Claims	Adrian Balmer (EY)						X	
External Audit Update / Progress Report	Adrian Balmer (EY)	X		X		X		X
Annual Internal Audit Strategy and Plan	Kate Mulhearn			X				X
Internal Audit Progress Report & Internal Audit Review Reports	Kate Mulhearn	X	X	X	X	X	X	X
Risk Management Report	Kate Mulhearn	X	X		X	X	X	X
Fraud Update Report	Kate Mulhearn				X			
Internal Audit Annual Report	Kate Mulhearn			X				
Company Governance	Kate Mulhearn	X			X			
(Draft) Annual Governance Statement	Kate Mulhearn		(X)	X				X
Statement of Accounts	Andrew Small			X				
Post Audit Statement of Accounts	Andrew Small				X			
Working Balances	Andrew Small	X						X

\*Additional meeting agreed in March 2017