

## **Audit Committee Forward Plan**

*Assistant Director: Donna Parham, Finance and Corporate Services*  
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### **Purpose of the Report**

This report informs Members of the agreed Audit Committee Forward Plan.

### **Recommendation**

Members are asked to comment upon and note the proposed Audit Committee Forward Plan as attached.

### **Audit Committee Forward Plan**

The forward plan sets out items and issues to be discussed over the coming few months and is reviewed annually.

Items marked in italics are not yet confirmed.

***Background Papers:***      *None*

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## Audit Committee – Forward Plan

Committee Date	Item	Responsible Officer
23 Mar 17	<ul style="list-style-type: none"> <li>• Internal Audit Plan – approve 17/18 plan</li> <li>• Internal Audit – Charter</li> <li>• Annual Fraud Programme</li> <li>• E:Procurement</li> <li>• Risk Management Update/Procurement Strategy Update</li> </ul>	Moya Moore Moya Moore Lynda Creek Gary Russ Gary Russ
27 Apr 17	<ul style="list-style-type: none"> <li>• Statement of Accounting Policies for 2016/17 Accounts</li> <li>• 2016/17 Annual Governance Statement</li> <li>• External Audit – Audit Plan</li> <li>• Review of Internal Audit</li> </ul>	Karen Gubbins  Donna Parham Donna Parham Donna Parham
25 May 17	<ul style="list-style-type: none"> <li>• Debt Write Offs report</li> <li>• Health, Safety and Welfare (Annual Report)</li> <li>• Risk Registers for Transformation and Westlands Projects – Quarterly update</li> </ul>	Donna Parham Pam Harvey TBC
22 Jun 17	<ul style="list-style-type: none"> <li>• Register of staff interests – annual review</li> <li>• Annual Treasury Management Activity Report 2015/16 – <b>Needs to go on to Full Council</b></li> </ul>	Ian Clarke Karen Gubbins
27 Jul 17	<ul style="list-style-type: none"> <li>• Approve Annual Statement of Accounts</li> <li>• Approve Summary of Accounts</li> <li>• External Audit - Annual Governance Report</li> <li>• External Audit – VFM Conclusion</li> </ul>	Karen Gubbins Karen Gubbins Donna Parham Donna Parham
24 Aug 17	<ul style="list-style-type: none"> <li>• Treasury Management – First Quarter monitoring report</li> <li>• Internal Audit – First Quarter Update</li> </ul>	Karen Gubbins  Moya Moore
28 Sep 17	<ul style="list-style-type: none"> <li>• Treasury Management Practices</li> </ul>	Karen Gubbins
26 Oct 17	<ul style="list-style-type: none"> <li>• Mid-year review of Treasury Strategy – <b>Needs to go on to Full Council</b></li> </ul>	Karen Gubbins
23 Nov 17	<ul style="list-style-type: none"> <li>• Treasury Management – Second Quarter monitoring report</li> <li>• Internal Audit – second Quarter update</li> <li>• Annual Audit Letter</li> </ul>	Karen Gubbins  Moya Moore Donna Parham