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## SCHEDULE OF BUSINESS FOR THE AUDIT COMMITTEE 2018/19

### 1 SUMMARY

- 1.1 The report summarises the Audit Committee's proposed schedule of business for 2018/19.

### 2 SCHEDULE OF BUSINESS

- 2.1 The Audit Committee receives a number of reports from the Council's external auditors, the Section 151 Officer, and the Assistant Director, Democratic Services (ADDS) in respect of Internal Audit.
- 2.2 All these reports contribute to the good governance of the Authority and keep Members informed of the risks affecting the Council. It is good practice to notify the Audit Committee in advance of the reports it can expect and when they are likely to be presented. There will always be the opportunity to report any additional matters considered necessary for the Audit Committee's attention at either scheduled meetings or a special meeting if necessary.
- 2.3 The appended schedule of business has been based on four meetings of the Audit Committee during the 2018/19 Municipal Year.

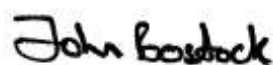
### 3 RISK IMPLICATIONS

- 3.1 Publication of a schedule of business for the Audit Committee ensures that Members have an overview of the planned audit and governance activities.
- 3.2 Members are thus able to review this programme of work and challenge any perceived omissions or weaknesses.
- 3.3 By being informed in advance of reporting deadlines Members will be better placed to review and challenge the information being presented.

### 4 RECOMMENDATION

- 4.1 It is proposed that the Committee **RESOLVES**

That the proposed schedule of business for the Audit Committee for 2018/19 be noted.



John Bostock  
Assistant Director, Democratic Services

**Background Papers:-**

None.

For further information please contact Jim Kevany (Principal Auditor) on:-

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If you would like this report in large print, Braille or another language please contact 01702 318111.

## Appendix 1

## SCHEDULE OF BUSINESS FOR THE AUDIT COMMITTEE 2018/19

| <b>MONTH</b>         | <b>REPORT</b>  | <b>FROM</b>         |
|----------------------|--|---------------------|
| <b>May 2018</b>      | Annual Audit & Certification Fees 2017/18  | <b>EY</b>           |
|                      | Annual Governance Statement 2017/18  | <b>S151 Officer</b> |
|                      | Internal Audit Annual Report And Opinion 2017/18 including Audit Progress Report in relation to completed audit work and monitoring of outstanding recommendations | <b>ADDS</b>         |
|                      | Report on outstanding recommendations from External Audit or other external reviews  | <b>ADDS</b>         |
| <b>July 2018</b>     | Financial Statements for 2017/18   | <b>S151 Officer</b> |
|                      | Audit Progress Report in relation to completed audit work and monitoring of outstanding recommendations  | <b>ADDS</b>         |
|                      | Report on outstanding recommendations from External Audit or other external reviews (if applicable)  | <b>ADDS</b>         |
| <b>November 2018</b> | Annual Audit Letter for 2018/19 – or this will be received by Members by 31 December 2018  | <b>EY</b>           |
|                      | Audit Progress Report in relation to completed audit work and monitoring of outstanding recommendations  | <b>ADDS</b>         |
|                      | Report on outstanding recommendations from External Audit or other external reviews (if applicable)  | <b>ADDS</b>         |
|                      | Grants Claim Certification Report for the year ended 31 March 2018. (Subject to confirmation)  | <b>EY</b>           |
| <b>February 2019</b> | Annual Audit Plan for 2017/18 Accounts   | <b>EY</b>           |
|                      | Internal Audit Annual Audit Plan 2019/20   | <b>ADDS</b>         |
|                      | Audit Progress Report in relation to completed audit work and monitoring of outstanding recommendations  | <b>ADDS</b>         |
|                      | Report on outstanding recommendations from External Audit or other external reviews (if applicable)  | <b>ADDS</b>         |
|                      | Review of Corporate Risk Framework and Risk Register   | <b>S151 Officer</b> |
|                      | Schedule of Business for Audit Committee 2019/20   | <b>ADDS</b>         |