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## **SCHEDULE OF BUSINESS FOR THE AUDIT COMMITTEE 2015-16**

### **1 SUMMARY**

- 1.1 The report summaries the Audit Committee's proposed schedule of business for 2015/16.

### **2 SCHEDULE OF BUSINESS**

- 2.1 For previous years the Audit Committee has received a number of reports from BDO, the Council's external auditors, the Head of Finance, and the Audit and Performance Manager. Going forward there will be changes to the authors of these reports. The Assistant Director (Resource Services), as the Section 151 Chief Finance Officer, will need to cover the work of the Head of Finance and the Assistant Director (Legal Services), who is also the Monitoring Officer, will need to ensure the functions of Internal Audit are covered. BDO will continue to report on the audit of the accounts for 2014/15 and then the new external auditors, Ernst & Young (EY), will report on the audit plan for the next year.
- 2.2 All these reports are relevant and appropriate to assist with the good governance of the Authority and to keep Members informed of the risks affecting the Council. It is therefore considered good practice to notify the Audit Committee in advance as to what reports they can expect and when they are likely to be presented. Within this time frame there will always be the opportunity to report any matters considered necessary for the Audit Committee's attention at any of the listed meetings.
- 2.3 The schedule has been based on four meetings of the Audit Committee being scheduled for the 2015/16 financial year and subject to formal approval from The Council in May 2015. If there is insufficient business for any particular meeting then, in conjunction with the Chairman of the Audit Committee, Assistant Director (Resource Services), and Member Services, the meeting can be cancelled in the same way that a meeting can be added if there is any urgent business.
- 2.4 Attached to this report, as appendix 1, is a proposed schedule of business for the Audit Committee 2015/16, subject to confirmation of the Committee dates.

### **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 schedule of business for the Audit Committee 2015/16 be noted.



Yvonne Woodward

Head of Finance

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**Background Papers:-**

None.

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If you would like this report in large print, Braille or another language please contact 01702 546366.

## Appendix 1

## SCHEDULE OF BUSINESS FOR THE AUDIT COMMITTEE 2015/16

<b>MONTH</b>	<b>REPORT</b>	<b>FROM</b>
<b>June 2015</b>	External Auditors Annual Audit Plan 2014/15 Accounts	<b>BDO</b>
	External Audits Update Report on recommendations from the Annual Governance Report for 2013/14	<b>Principal Auditor</b>
	Annual Governance Statement 2014/15	<b>AD (Legal Services)</b>
	Internal Audit Plan 2015/16 and Resourcing	<b>AD (Legal Services)</b>
	Audit Report in relation to completed Audit projects and monitoring of outstanding recommendations	<b>Principal Auditor</b>
<b>September 2015</b>	Financial Statements for 2014/15	<b>AD Resource Services</b>
	External Audit Report to Those Charged with Governance 2014/15	<b>BDO</b>
	Audit Report in relation to completed Audit projects and monitoring of outstanding recommendations	<b>Principal Auditor</b>
	Review of Corporate Risk Register	<b>P&amp;RM</b>
<b>December 2015</b>	Annual Audit Letter for 2014/15 – or this will be received by Members by 31 December 2015.	<b>BDO</b>
	Public Sector Internal Audit Standards and Self-assessment - Update	<b>Principal Auditor</b>
	Interim Report on the Audit Plan	<b>Principal Auditor</b>
	Audit Report in relation to completed Audit projects and monitoring of outstanding recommendations	<b>Principal Auditor</b>
<b>March 2016</b>	Annual Audit Plan for 2015/16 Accounts	<b>EY</b>
	Grants Claim Certification Report for the year ended 31 March 2015. (Subject to confirmation)	<b>BDO</b>
	Internal Audit Annual Report And Opinion 2014/15	<b>TBA</b>
	Schedule of Business for the Audit Committee 2016/17	<b>Principal Auditor</b>
	Audit Report in relation to completed Audit projects and monitoring of outstanding recommendations	<b>Principal Auditor</b>