AUDIT COMMITTEE – 22 NOVEMBER 2016

**PART I – DELEGATED**

**13. COMMITTEE’S WORK PROGRAMME**

(DoF)

1. **Summary**

* 1. To review and make necessary changes to the Committee’s Work Programme.

2. **Details**

2.1 The work programme is presented at each meeting of the Committee to enable any changes to be made and to provide Members with updated information on future meetings. The programme of reports scheduled to be presented to this Committee in financial year 2016/17 are shown below;

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| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| |  |  | | --- | --- | | Date | Reports | | 28 March 2017 | * External Audit Certification Work Report 2015/16 * Accounting Policies 2017/18 * SIAS Internal Audit Plans 2017/18 * Standing items | |  | **Financial Year 2017/18** | | June 2017 | * Audit Committee Effectiveness * SIAS Internal Audit Annual Report 2016/17 * Fraud Annual Report 2016/17 * Annual Governance Statement 2016/17 * Draft Statement of Accounts 2016/17 * Treasury Management Annual Report 2016/17 * Standing items | | September 2017 | * External Auditors Report and Approval of the 2016/17 Statement of Accounts * SIAS Board Annual Report 2016/17 * Risk Management Strategy * Annual Review of Risk Management Arrangements * Standing items | | November 2017 | * External Auditors Annual Audit Letter 2016/17 * Treasury Management Mid-Year Report 2017/18 * Risk Management Strategy * Annual Treasury Management Strategy * Standing items | | March 2018 | * External Audit Certification Work Report 2016/17 * Accounting Policies 2018/19 * SIAS Internal Audit Plans 2018/19 * Standing items |   Standing items are: -  Internal Audit Progress Report  Annual Governance Statement Progress Report  Financial Risks  Committee’s Work Programme  2.2 The annual statement accounts for the financial year 2017/18 are now subject to a closedown timetable of the draft to be produced and signed by the council’s Chief Financial Officer by 31 May. The audited accounts need to be agreed and signed by Committee by 31 July each year. Committee are requested to debate and decide on whether the June meeting is moved to the end of July or the September meeting is brought forward, or indeed if an extra meeting is required.  3. **Options/Reasons for Recommendation**  3.1 The recommendation allows the Committee to determine its work programme.  4. **Policy/Budget Implications**  4.1 The recommendations in this report are within the Council’s agreed policy and budgets.  5. **Financial, Legal, Equal Opportunities, Staffing, Environmental, Community Safety, Customer Services Centre, Website and Risk Management Implications**  5.1 None specific |

6. **Recommendation**

6.1 That the Committee considers and makes necessary changes to its Work Programme. That the Committee decide whether to move the June 2018 or the September 2018 meeting to the end of July 2018 to sign the annual Statement of Accounts.

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# Background Papers

Reports and minutes – Audit Committee

Report prepared by: Bob Watson - Head of Finance