AUDIT COMMITTEE – 4 JULY 2017

**PART I – DELEGATED**

**14. COMMITTEE’S WORK PROGRAMME**

(DoF)

1. **Summary**

* 1. To review and make necessary changes to the Audit 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 2017/18 are shown below;

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| Date | Reports |
|  | **Financial Year 2017/18** |
| September 2017 | * External Auditors Report and Approval of the 2016/17 Statement of Accounts
* SIAS Board Annual Report 2016/17
* Annual Review of Risk Management Arrangements
* Standing items
* Turnover of Staff (HR)
* Tree Surveying (Trees & Landscapes Officer)
* Asset Management (Head of Property Services)
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| November 2017 | * External Auditors Annual Audit Letter 2016/17
* Treasury Management Mid-Year Report 2017/18
* Risk Management Strategy
* Draft Treasury Management Strategy 2018/19
* Standing items
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| March 2018  | * External Audit Certification Work Report 2016/17
* Accounting Policies 2018/19
* SIAS Internal Audit Plans 2018/19
* External Auditor Audit Plan 2017/18
* Standing items
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Standing items are: - Internal Audit Progress ReportAnnual Governance Statement Progress ReportFinancial RisksCommittee’s Work Programme2.2 The annual statement accounts for the financial year 2017/18 are 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 specific6. **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.  |
| Background Papers Reports and minutes – Audit Committee Report prepared by: Bob Watson - Head of Finance  |