

**Audit Committee Work Programme 2016/17**

Date	Reports (to be confirmed)	Author Title	Author Name
9 June 2016	<ul style="list-style-type: none"> <li>• Head of Audit Opinion and Annual Report 2015/16</li> <li>• Treasury Management Annual Report 2015/16</li> <li>• Draft Annual Governance Statement 2015/16</li> </ul>	<ul style="list-style-type: none"> <li>• Head of Audit and Risk</li> <li>• City Treasurer</li> <li>• Performance Manager</li> </ul>	<ul style="list-style-type: none"> <li>• Tom Powell</li> <li>• Carol Culley</li> <li>• Courtney Brightwell</li> </ul>
14 July 2016	<p>Annual Accounts Briefing from 9:00-9:30</p> <ol style="list-style-type: none"> <li>1. Update on DBS Audit Report Actions (from matters arising)</li> <li>2. Internal Audit Plan 2016/17 (from June)</li> <li>3. External Audit Plan 2015/16 (from June)</li> <li>4. Draft Letter from Audit Committee Chair to External Auditor</li> <li>5. Draft Annual Accounts and AGS 2015/16</li> <li>6. Childrens Social Care / Ofsted Improvement *</li> </ol>	<ul style="list-style-type: none"> <li>• City Treasurer</li> <li>• Head of Audit and Risk</li> <li>• Head of Audit and Risk</li> <li>• Grant Thornton</li> <li>• Grant Thornton</li> <li>• City Treasurer</li> <li>• Director of Childrens</li> </ul>	<ul style="list-style-type: none"> <li>• Carol Culley</li> <li>• Tom Powell</li> <li>• Tom Powell</li> <li>• Grant Thornton</li> <li>• Grant Thornton</li> <li>• Carol Culley</li> <li>• Paul Marshall</li> </ul>
15 September 2016	<ul style="list-style-type: none"> <li>• Final Accounts</li> <li>• Letter of Representation from Treasurer to External Auditor</li> <li>• External Audit Report on the accounts</li> <li>• Budget Monitoring (for information)</li> <li>• Register of Significant Partnerships Update</li> <li>• Treasury Management Report, incl Prudential Indicators</li> <li>• Annual Counter Fraud Report (PartB)</li> <li>•</li> </ul>	<ul style="list-style-type: none"> <li>• City Treasurer</li> <li>• City Treasurer</li> <li>• Grant Thornton</li> <li>• City Treasurer</li> <li>• Performance Manager</li> <li>• City Treasurer</li> <li>• Head of Audit and Risk</li> </ul>	<ul style="list-style-type: none"> <li>• Carol Culley</li> <li>• Carol Culley</li> <li>• Grant Thornton</li> <li>• Carol Culley</li> <li>• Courtney Brightwell</li> <li>• Carol Culley</li> <li>• Tom Powell</li> </ul>

Date	Reports (to be confirmed)	Author Title	Author Name
6 October 2016	<ul style="list-style-type: none"> <li>• Internal Audit Quarter 2 Progress Report</li> <li>• External Audit Recommendations Monitoring Report</li> <li>• Adult Social Care and Integration Update *</li> <li>• ICT Disaster Recovery Planning *</li> <li>• Annual Complaints Report *</li> <li>• Process for Appointment of External Auditor</li> </ul>	<ul style="list-style-type: none"> <li>• Head of Audit and Risk</li> <li>• Head of Audit and Risk</li> <li>• Director of Adults</li> <li>• Chief Information Officer</li> <li>• Complaints Manager</li> <li>• City Treasurer</li> </ul>	<ul style="list-style-type: none"> <li>• Tom Powell</li> <li>• Tom Powell</li> <li>• Hazel Summers</li> <li>• Bob Brown</li> <li>• Lucy Knight</li> <li>• Carol Culley</li> </ul>
1 December 2016	<ul style="list-style-type: none"> <li>• Register of Significant Partnerships</li> <li>• External Audit Update Report (tbc)</li> <li>• Grants Certification Report 2015/16</li> </ul>	<ul style="list-style-type: none"> <li>• Performance Manager</li> <li>• Grant Thornton</li> <li>• Grant Thornton</li> </ul>	<ul style="list-style-type: none"> <li>• Courtney Brightwell</li> <li>• Grant Thornton</li> <li>• Grant Thornton</li> </ul>
26 January 2017	<ul style="list-style-type: none"> <li>• Internal Audit Quarter 3 Progress Report</li> <li>• Risk and Resilience Strategy and Corporate Risk Register</li> <li>• Budget Monitoring (for information)</li> </ul>	<ul style="list-style-type: none"> <li>• Head of Audit and Risk</li> <li>• Head of Audit and Risk</li> <li>• City Treasurer</li> </ul>	<ul style="list-style-type: none"> <li>• Tom Powell</li> <li>• Tom Powell</li> <li>• Carol Culley</li> </ul>
March/April 2017	<ul style="list-style-type: none"> <li>• External Audit Recommendations Monitoring Report</li> <li>• Emergent Internal Audit Plan 2017/18</li> <li>• Budget Monitoring (for information)</li> </ul>	<ul style="list-style-type: none"> <li>• Head of Audit and Risk</li> <li>• Head of Audit and Risk</li> <li>• City Treasurer</li> </ul>	<ul style="list-style-type: none"> <li>• Tom Powell</li> <li>• Tom Powell</li> <li>• Carol Culley</li> </ul>