

AUDIT COMMITTEE DRAFT PROPOSED TARGET RECURRENT ANNUAL WORK PROGRAMME FROM MARCH 2018 TO TAKE INTO ACCOUNT CHANGES TO DEADLINE FOR 2017/18 FINANCIAL ACCOUNTS

Meeting	Item	Action	Responsibility
MARCH	External Audit Plan	Note	External Audit
	Internal Audit Plan	Approve	Internal Audit Client Manager, Gail Beaton
	Draft Annual Governance Statement	Comment and Note	Head of Policy and Governance, Robin Taylor
	Unaudited Statement of Accounts (Deadline before 31/05/2018)	Approve	Head of Finance, Peter Vickers
JUNE	Review Audit Committee's Terms of Reference	Rec to Council, if necessary	Committee Services
	Internal Audit Charter	Endorse	Internal Audit Client Manager, Gail Beaton
	Annual Internal Audit Report (Activity of previous financial year)	Comment and Note	Internal Audit Client Manager, Gail Beaton
	Statement of Accounts (Deadline before 31/07/2018)		Head of Finance, Peter Vickers
	Annual Governance Statement (Deadline before 31/07/2018)	Approve	Head of Policy and Governance, Robin Taylor
SEPTEMBER	Annual Governance Report	Endorse	External Audit
	Risk Management Framework	Approve	Head of Finance, Peter Vickers
NOVEMBER	External Audit Annual Audit Letter	Note	External Audit
	Fraud Strategies & Policies: <ul style="list-style-type: none"> • Counter Fraud Strategy • Anti-fraud Corruption and Bribery Strategy • Prosecution Policy • Whistleblowing Policy • Anti-Money Laundering Policy • Housing Tenancy Fraud Policy (To note only as approved by Corporate O & S re Housing Improvement Group sub-group) 	Endorse	Internal Audit Client Manager, Gail Beaton

Please Note:- At every meeting the Committee will receive the following reports:-

Review of progress in the implementation of Internal Audit Recommendations [to note and instruct]; and

Review of the progress in achieving the Audit Plan [To note and instruct]

The Work Programme details regular items, but other items can be submitted to each meeting on an ad hoc basis or at the request of the Committee.