

# **AUDIT, GOVERNANCE AND STANDARDS COMMITTEE**

**7th July 2016**

## **WORK PROGRAMME FOR THE YEAR AHEAD**

### **Note: Statement of Accounts**

Copies of the unaudited financial statements and the Annual Governance Statement will be sent to all members of the Committee at the same time these are issued to the External Auditors at the beginning of July. A briefing on the statement of accounts will take place for all members of the Committee on 8th September 2016, prior to the Committee's formal consideration of the audited financial statements at the 22nd September meeting. Under the Accounts and Audit Regulations 2015, with effect from 2017/18 unaudited financial statements will need to be published by the end of May and audited financial statements by the end of July.

### **22nd September 2016 meeting**

#### **Standards**

- Monitoring Officer's Report
- Feckenham Parish Council Report (*oral*)

#### **Governance**

- External Audit – Audit Findings Report 2015/16
- Audited Statement of Accounts 2014/15 (including final Annual Governance Statement)
- Internal Audit – Progress Report

#### **Monitoring**

- S11 Action Plan Monitoring
- Corporate Governance and Risk (including Annual Governance Statement to each meeting, Corporate Risk Register 6-month update report to September meeting, any Treasury Management monitoring and updated for general audit actions including non-S11 external audit recommendations)
- Savings Report 2016/17 (to include any relevant Quarterly Budget Monitoring commentary from Portfolio Holder)
- Committee Action List and Work Programme

### **2nd February 2017 meeting**

#### **Standards**

- Monitoring Officer's Report
- Feckenham Parish Council Report (*oral*)

#### **Governance**

- External Audit – Update Report
- External Audit – Grant Claims Certification Work Report

## **AUDIT, GOVERNANCE AND STANDARDS COMMITTEE**

**7th July 2016**

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- External Audit – Annual Audit Letter 2015/16
- Treasury Management Strategy, Prudential Indicators and Minimum Revenue Policy Provision 2017/18
- Fraud Compliance Update Report (first of new style report – Committee to determine frequency of report thereafter)
- Internal Audit – Progress Report
- Internal Audit – Audit Plan 2017/18 (draft)

### **Monitoring**

- S11 Action Plan Monitoring
- Corporate Governance and Risk (including Annual Governance Statement to each meeting, any Treasury Management monitoring and updated for general audit actions including non-S11 external audit recommendations)
- Savings Report 2016/17 (to include any relevant Quarterly Budget Monitoring commentary from Portfolio Holder)
- Committee Action List and Work Programme

### **27th April 2017 meeting**

#### **Standards**

- Monitoring Officer's Report
- Feckenham Parish Council Report (oral)

#### **Governance**

- External Audit – Update Report
- External Audit – Audit Plan 2016/17
- External Audit – Audit Fee Letter 2017/18
- External Audit – Auditing Standards 2016/17 (Communication with the Audit, Governance and Standards Committee)
- Accounting Standards (Statement of Accounting Policies)
- Internal Audit – Progress Report
- Internal Audit – Audit Plan 2017/18 (final)

#### **Monitoring**

- S11 Action Plan Monitoring
- Corporate Governance and Risk (including Annual Governance Statement to each meeting, annual Corporate Risk Register report to April meeting, any treasury management monitoring and updated for general audit actions including non-S11 external audit recommendations)
- Benefits Investigations Annual Report
- Savings Report 2016/17 (to include any relevant Quarterly Budget Monitoring commentary from Portfolio Holder)
- Committee Action List and Work Programme
- Annual Review of the Operation of the Committee (Chair's oral report) and Annual Review of the Committee's Procedure Rules (Minute No. 4 of 28th June 2012 meeting refers)

# **AUDIT, GOVERNANCE AND STANDARDS COMMITTEE**

**7th July 2016**

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- Calendar of Meetings 2017/18

## **July 2017 meeting (date not yet set)**

### **Standards**

- Monitoring Officer's Report (including memberships of Hearing Sub-Committees)
- Feckenham Parish Council Report (oral)

### **Governance**

- External Audit – Update Report (including oral update on Value for Money Conclusion)
- Internal Audit – Annual Report 2016/17 (including review of effectiveness of Internal Audit – no separate Progress Report to this meeting)

### **Monitoring**

- S11 Action Plan Monitoring
- Corporate Governance and Risk (including Annual Governance Statement to each meeting, any Treasury Management monitoring information and updated for general audit actions including non-S11 external audit recommendations)
- Savings Report 2017/18 (to include any relevant Quarterly Budget Monitoring commentary from Portfolio Holder)
- Committee Action List and Work Programme

## **January or April 2018 meeting**

- Review of Independent Member Appointment (prior to expiry of current 4-year term of office in July 2018 - Minute No. 22 of 25th September 2014 meeting refers).

## **July 2018 meeting**

- General Dispensations Report (to first meeting of the Committee following any local elections)