

Audit Committee 2016-17 work plan

Item	Author
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11 January 2017	
Briefing (agree agenda): 21 November 2016	Report deadline: 3 January 2017 (due to xmas)
Annual audit letter (2015-16)	Grant Thornton
Certification of grants and returns (2015-16)	Grant Thornton
Audit committee update	Grant Thornton
Internal audit monitoring report	Internal Audit
Office of Surveillance Commissioners - RIPA inspection report	Bryan Parsons
Future provision of External Audit	Paul Jones
Counter Fraud Unit update	Counter Fraud
Purchase Order monitoring - 6 month follow-up (briefing note)	Sarah Diccote
22 March 2017	
Briefing (agree agenda): 7 February 2017	Report deadline: 10 March 2017
Audit committee update	Grant Thornton
Audit plan (for the current year)	Grant Thornton
Auditing Standards – communicating with the Audit Committee	Grant Thornton
Annual plan (for the upcoming year)	Internal Audit
Internal audit monitoring report	Internal Audit
Counter Fraud update and future work provision	Counter Fraud Unit
Annual review of risk management policy	Bryan Parsons
Annual review and approval of RIPA guidance policies	Counter Fraud Unit
Approval of the Code of Corporate Governance	Bryan Parsons
14 June 2017	
Briefing (agree agenda): 24 April 2017	Report deadline: 2 June 2017
Audit committee update	Grant Thornton
Internal audit opinion (for the previous year)	Internal Audit
Internal audit monitoring report	Internal Audit
Annual governance statement	Bryan Parsons
Annual Audit Fee letter for the coming year	Grant Thornton

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ANNUAL ITEMS (standing items to be added to the work plan each year)		
January	Audit committee update	Grant Thornton
	Annual audit letter (for the previous year)	Grant Thornton
	Certification of grants and returns (for the previous year)	Grant Thornton
	Internal audit monitoring report	Internal Audit
	Annual governance statement – significant issues action plan	Internal Audit (from 2017)
March	Audit committee update	Grant Thornton
	Audit plan (for the current year)	Grant Thornton
	Auditing Standards – communicating with the Audit Committee	Grant Thornton
	Annual plan (for the upcoming year)	Internal Audit
	Internal audit monitoring report	Internal Audit
	Counter Fraud update and future work provision	Counter Fraud Unit
	Annual review of risk management policy	Bryan Parsons
	Annual review and approval of RIPA guidance policies	Counter Fraud Unit
	Approval of the Code of Corporate Governance	Bryan Parsons
June	Audit committee update	Grant Thornton
	Internal audit opinion (for the previous year)	Internal Audit
	Internal audit monitoring report	Internal Audit
	Annual governance statement	Internal Audit
	Annual Audit Fee letter for the coming year	Grant Thornton
September	Audit committee update	Grant Thornton
	Audit highlights memorandum - ISA 260 (for the previous year) inc. Financial	Grant Thornton

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Resilience	
Internal audit monitoring report	Internal Audit
Counter Fraud update and future work provision	Counter Fraud Unit
Review of annual statement of accounts	Finance Team

*Future dates to be agreed in April 2017