

Audit Committee 2017-18 work plan

Item	Author
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14 June 2017	
Briefing (agree agenda): 24 April 2017	Report deadline: 2 June 2017
Audit committee update (2016-17)	Grant Thornton
Internal audit opinion (2016-17)	Internal Audit
Annual governance statement	Internal Audit
Annual Audit Fee letter (2017-18)	Grant Thornton
Introduction to SWAP	David Hill
Auditing Standards – communicating with the Audit Committee (moved from March)	Grant Thornton
The Provision of Emergency Management Support Services	Matt Armstrong (Glos. Fire and Rescue)
Treasury Management Matter – progress report (EXEMPT)	Bryan Parsons
Review of Draft Accounting Policies (2016-17)	Sarah Didcote
20 September 2017 (tbc)	
Briefing (agree agenda):	Report deadline:
Audit committee update	Grant Thornton
Audit highlights memorandum - ISA 260 (for the previous year) inc. Financial Resilience	Grant Thornton
Internal audit monitoring report	Internal Audit
Counter Fraud update and future work provision	Counter Fraud Unit
Review of annual statement of accounts	Finance Team
Modern Slavery Reception Centre Protocol	Tracy Brown
10 January 2018 (tbc)	
Briefing (agree agenda):	Report deadline:
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

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21 March 2018 (tbc)	
Briefing (agree agenda):	Report deadline:
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
13 June 2018 (tbc)	
Briefing (agree agenda):	Report deadline:
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

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

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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
	Annual governance statement	Internal Audit
	Annual Audit Fee letter for the coming year	Grant Thornton
	Review of annual statement of accounts	Finance Team (from 2018)
September	Audit committee update	Grant Thornton
	Audit highlights memorandum - ISA 260 (for the previous year) inc. Financial Resilience	Grant Thornton
	Internal audit monitoring report	Internal Audit
	Counter Fraud update and future work provision	Counter Fraud Unit