

BARNLEY MBC AUDIT COMMITTEE – INDICATIVE WORK PROGRAMME

	Mtg. No.	7	1	2	3	4	5	6	7
Committee Work Area	Contact / Author	19.4.17	7.06.17*	19.07.17*	22.09.17*	1.11.17*	6.12.18*	17.1.18*	21.3.18*
Committee Arrangements									
Committee Work Programme	WW	X	X	X	X	WORKSHOP MEETING/TRAINING EVENT	X	X	X
Minutes/Actions Arising	WW	X	X	X	X		X	X	X
Review of Terms of Reference and Self-Assessment	RW/CHAIR		X						
Training Review and Skills Assessment	RW/CHAIR		X						
Review of Terms of Reference & Working Arrangements	ACF	X						X	
Draft Audit Committee Annual Report	RW/CHAIR		X						
Audit Committee Annual Report	RW/CHAIR			X					
Internal Control and Governance Environment									
Local Code of Corporate Governance	AF/AH								X
Annual Governance Review Process and Timescales	AF/AH								
Draft Annual Governance Statement & Action Plan	AF/AH			X					
Final Annual Governance Statement	AF/AH				X				
AGS Action Plan Update	AF/AH						X		
Corporate Whistleblowing Update & Annual Report	RW		X						
Annual Fraud Report	RW		X						
RIPA Update Report	AF/GK						X		
Review of Ombudsman Complaints	AF						X		
Corporate Risk Management									
Risk Management Policy & Strategy	AH	X							
Risk Management Update**	AH								
Annual Report	AH			X				X	
Strategic Risk Register Review	AH	X					X		
Internal Audit									
Internal Audit Charter & Strategy	RW	X							
Internal Audit Plan	RW								X
Internal Audit Quarterly Report	RW	X		X			X		

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Annual Review of the Effectiveness of Internal Audit	RW			X					
Review of the Effectiveness of Int. Audit - Update	RW						X		
Internal Audit Annual Report	RW		X						
Corporate Fraud Team - Report	RW						X		X
External Audit (KPMG)									
Annual Governance Report (ISA260 Report)	KPMG				X				
Audit Plan	KPMG								X
Annual Fees Letter	KPMG								X
Annual Audit Letter	KPMG								
Grants Letter	KPMG								
Claims & Returns Annual Report	KPMG							X	
External Audit Progress report & Technical Update	KPMG	X	X	X	X		X	X	
Financial Reporting and Accounts									
Budget Proposal Section 25 Report	FF/NC							X	X
Draft Statement of Accounts	FF/NC			X					
Corporate Finance Summary	FF/NC				X				
Corporate Finance and Performance Management & Capital Programme Update	NC				X				X
Treasury Management Annual Report	IR								X
Treasury Mgt. Policy & Strategy Statement	IR								X
Other Corporate Functions contributing to overall assurance									
Human Resources+ (annual)	AB				X				
Business Improvement and Communication+ (6 monthly report)	MP			X				X	
Health & Safety Resilience+ (6 monthly report – March Update – September Annual)	SD				X				X
Governance & Member support (6 monthly report)	IT/WW		X					X	
Information Governance update	DR			X			X		X

* provisional dates subject to approval at the Annual Council meeting to be held on the 19th May, 2017

**Members of the Senior Management Team to be invited periodically to report on any issues identified within the Strategic Risk Register

+ Subject to regular liaison with Service Directors