

**BARNSELEY MBC AUDIT COMMITTEE – INDICATIVE WORK PROGRAMME**

|  | 1                | 2               | 3               | 4        | 5        | 6        | 7        | 8        |
|--|------------------|-----------------|-----------------|----------|----------|----------|----------|----------|
|  | 10.06.15         | 22.07.15        | 18.09.15        | 04.11.15 | 09.12.15 | 20.01.16 | 23.03.16 | 20.04.16 |
| Committee Work Area                                    | Contact / Author |                 |                 |          |          |          |          |          |
| <b>Committee Arrangements</b>                          |                  |                 |                 |          |          |          |          |          |
| Committee Work Programme                               | WW               | X               | X               | X        | X        | 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               | X               | X        |          |          |          |          |
|  |                  | (From 22/04/15) | (From 10/06/15) |          |          |          |          |          |
| Training Review and Skills Assessment                  | RW/CHAIR         | X               | X               |          |          |          |          |          |
|  |                  | (From 22/04/15) | (From 10/06/15) |          |          |          |          |          |
| Draft Audit Committee Annual Report                    | RW/CHAIR         | X               |                 |          |          |          |          |          |
| Audit Committee Annual Report                          | RW/CHAIR         |                 | X               |          |          |          |          |          |
| <b>Internal Control and Governance Environment</b>     |                  |                 |                 |          |          |          |          |          |
| Local Code of Corporate Governance                     | AF/AH            |                 |                 |          |          |          |          |          |
| Annual Governance Review Process and Timescales        | AF/AH            |                 |                 |          |          |          | X        |          |
| 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 Policy Update & Annual Report | RW               |                 |                 |          | X        |          |          | X        |
| Annual Fraud Report                                    | RW               | X               |                 |          |          |          |          |          |
| Fraud Management Update                                | RW               |                 |                 |          | X        |          |          |          |
| RIPA Update Report                                     | AF/GK            |                 |                 |          |          | X        |          |          |
| Review of Ombudsman Complaints                         | AF               |                 |                 |          | X        |          |          |          |
| <b>Corporate Risk Management</b>                       |                  |                 |                 |          |          |          |          |          |
| Risk Management Policy & Strategy                      | RW/AH            |                 |                 |          |          |          |          | X        |
| Risk Management Update                                 | RW/AH            |                 |                 |          | X        |          |          |          |
| Annual Report  | RW/AH            | X               |                 |          |          |          |          |          |
| Strategic Risk Register Review                         | RW/AH            |                 |                 | X        |          |          |          | X        |

| Committee Work Area   | Mtg. No. |                     |          |          |          |          |          |          |
|---|----------|---------------------|----------|----------|----------|----------|----------|----------|
|   | 1        | 2                   | 3        | 4        | 5        | 6        | 7        | 8        |
| Contact / Author  | 10.06.15 | 22.07.15            | 18.09.15 | 04.11.15 | 09.12.15 | 20.01.16 | 23.03.16 | 20.04.16 |
| <b>Internal Audit</b>   |          |                     |          |          |          |          |          |          |
| Internal Audit Charter & Strategy                                       | RW       |                     |          |          |          |          | X        |          |
| Business Units/Trading Bodies – Information brief                       | NC       | X                   |          |          |          |          | X        |          |
| Internal Audit Plan   | RW       |                     |          | X        |          | X        |          | X        |
| Internal Audit Quarterly Report   | RW       | X                   |          |          | X        |          |          |          |
| Benchmarking performance  |          |                     |          |          |          |          |          |          |
| Annual Review of the Effectiveness of Internal Audit                    | RW       | X                   |          |          |          |          |          |          |
| Review of the Effectiveness of Internal Audit - Update                  | RW       |                     |          |          | X        |          |          |          |
| External Assessment of the Internal Audit Function                      | RW       | X                   |          |          |          |          |          |          |
| Internal Audit Annual Report  | RW       | X                   |          |          |          |          |          |          |
| Corporate Fraud Team - Report   | RW       |                     | X        |          |          |          | X        |          |
| <b>External Audit (KPMG)</b>  |          |                     |          |          |          |          |          |          |
| Annual Governance Report (ISA260 Report)                                | KPMG     |                     | X        |          |          |          | X        |          |
| Audit Plan  | KPMG     |                     |          |          |          |          |          |          |
| Annual Fees Letter  | KPMG     | X<br>(from 25/3/15) |          |          |          |          | X        |          |
| Annual Audit Letter   | KPMG     |                     |          | X        |          |          |          |          |
| Grants Letter   | KPMG     | X                   |          |          |          |          |          |          |
| Claims & Returns Annual Report  | KPMG     |                     |          |          |          | X        |          |          |
| External Audit Progress report & Technical Update                       | KPMG     | X                   | X        | X        | X        | X        | X        | X        |
| <b>Financial Reporting and Accounts</b>                                 |          |                     |          |          |          |          |          |          |
| Budget Proposal Section 25 Report                                       | FF/NC    |                     |          |          |          |          | 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        |          |          | X        |          |
| Treasury Management Annual Report                                       | IR       |                     | X        |          |          |          |          |          |
| Treasury Mgt. Policy & Strategy Statement                               | IR       |                     |          |          |          |          | X        |          |
| MRP Policy Options  | NC/IR    |                     |          | X        |          |          |          |          |