

Audit and Governance Committee
12 December 2014**13. WORK PROGRAMME****Recommendation**

1. **The Committee is asked to note its future work programme and consider whether there are any matters it would wish to be incorporated.**

Background Information

2. In order to allow the Committee to manage its future work programme, a list of anticipated items has been set out below:

20 March 2015

Internal Audit Progress Report 2014/15
Document Retention scheme
External Audit Plan 2014/15
External Auditor's Report
Sales, fees and charges

26 June 2015

Annual Statutory Financial Statements for the year ending 31 March 2015
Annual Governance Statement
Risk Management
Internal Audit Annual Report 2014/15
Internal Audit Risk Assessment and Plan 2015/16

11 September 2015

Internal Audit Progress Report 2014/15
Use of Consultants*

11 December 2015

Internal Audit Progress Report 2015/16
External Audit Letter 2014/15

*A limited assurance report on the "Use of External consultants" was reported to the Audit and Governance Committee on 27 June 2014. Following discussions the full report was shared with all members of the Committee. Management have since given assurance that all the issues raised have been addressed. Internal Audit will follow up on this work in early 2015/16 and report back to the Audit and Governance Committee on 11 September 2015.

Other items yet to be timetabled:

Backup and Restore Procedures

3. The Committee should consider whether there are any matters it would wish to be incorporated into the above programme.

Contact Points

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Background Papers

In the opinion of the proper officer (in this case the Director of Resources) the following are the background papers relating to the subject matter of this report:

Agenda and Minutes of this Committee from December 2005 onwards