

Meeting: Audit Committee

Portfolio Area: Resources

Date: 27 September 2006

EXTERNAL AUDIT – AUDIT COMMITTEE DEVELOPMENT WORKSHOP

NON-KEY DECISION

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1 PURPOSE

To provide Members with an outline proposal to undertake a development workshop for the Audit Committee.

2 RECOMMENDATIONS

Subject to any comments arising on our proposals, Members are asked to approve the project specification attached and agree next steps for setting up and running the workshop.

3 BACKGROUND

At its last meeting, Members of the Audit Committee expressed an interest for further training and awareness on the role and functions of an effective Audit Committee.

Workshops have been developed by the Audit Commission to provide Members and Officers with an increased awareness on roles and responsibilities, with the aim of increasing the effectiveness of the Audit Committee.

In discussions with the Assistant Chief Executive (Finance) and Interim Head of Finance, we have outlined a proposal to undertake a similar workshop for members of the Stevenage Borough Council Audit Committee. Our proposals are attached in the draft project specification which has been consulted on with officers. Officers of the Council have supported our proposals. Members are now asked to consider our proposals before agreeing next steps.

5 IMPLICATIONS

Ordinarily, our proposals would represent an additional voluntary improvement activity under section 35 of the Audit Commission Act 1998. This would require consultation with Members and Officers as well as creating terms of engagement; signed by Members of the Audit Committee before undertaking this work. The workshop will cost the Council approximately £2,500 plus VAT and will be undertaken for a period of half a day; at a time to be agreed with Members of the Audit Committee.

We are proposing to include this as an identified risk based work incorporated into our 2007/08 audit plan and fee which will not require separate terms of engagement.

BACKGROUND DOCUMENTS

- Attached project specification for Audit Committee development workshop

APPENDICES

- None