

Meeting: **AUDIT COMMITTEE**

Portfolio Area: Resources

Date: **21 March 2007**

AUDIT COMMITTEE WORK PLAN 2007/08

NON-KEY DECISION

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1 PURPOSE

To provide Members with details of the proposed work plan for the Audit Committee for 2007/08.

2 RECOMMENDATIONS

Members review the proposed Audit Committee work plan for 2007/08.

3 BACKGROUND

The Audit Committee was first established in 2006/07 Municipal Year. Ensuring that the functions of the Audit Committee are carried out within the Authority reflects best practice in supporting the Council's overall systems of Internal Control and Governance arrangement. As such, effective operation of an Audit Committee is a Key Line of Enquiry in the Audit Commission's Use of Resources assessment. 2007/08 will be the second year of operation for the Committee and it is currently proposed to hold four meetings during 2007/08 in June and September 2007 and January and March 2008.

4 REASONS FOR RECOMMENDED COURSE OF ACTION AND OTHER OPTIONS

Attached at Appendix A is the proposed Work Plan for the Audit Committee for 2007/08.

The workload comprises a number of reports to be considered by the Committee that can be grouped as follows:

- Annual Statutory Council or Audit Commission reports. Where these have a statutory deadline, these are stated.
- Annual Non statutory reports from the Council or Audit Commission for which consideration by the Audit Committee will reflect best practice.
- Reviews, at each meeting of the Committee, of the summary of outcomes of Internal Audits completed in the previous quarter and reports on individual Audits of specific Council Services.
- Periodic reports covering the remaining Terms of Reference of Committee.

The proposed Work Plan is designed, where appropriate, to meet certain statutory deadlines and otherwise to cover the Terms of Reference of the Committee whilst achieving a balanced and manageable workload. It is intended that reviewing the Work Plan at this stage should allow the Committee to plan and prepare to fulfil its role throughout the year. That said the Plan could be varied as circumstances may dictate as the year develops.

The comments and views of the Committee are sought. There is the scope to take on board changes to the Plan at this stage and indeed there is the flexibility to vary the proposals, as necessary, as the year progresses.

5 IMPLICATIONS

There are no direct implications specific to this report.

BACKGROUND DOCUMENTS

- Audit Committee Terms of Reference.

APPENDICES

- Appendix A - Audit Committee Proposed Work Plan 2007/08.