

AUDIT AND GOVERNANCE WORK PROGRAMME

containing Audit and Governance Committee work to be undertaken
5 July 2011 - 30 April 2012



The audit and governance work programme belongs to the council's Audit and Governance Committee and sets out a schedule of work for the period shown above. It is a rolling plan, subject to change at each Audit and Governance Committee meeting; however, the council may allocate additional work.

You can make representations on any issue below. Please contact the officer shown below by 10am on the day the committee is due to meet.

Item title	Meeting date	Lead officer	Why is it here?	Scope	Notes
Internal audit management report - second quarter 2011/12	Audit and Governance Committee 28 Sep 2011	Adrianna Partridge Tel. (01491) 823544 Email: adrianna.partridge@southandvale.gov.uk	The council sees internal audit as an important service, undertaking an essential role in ensuring that services are operating effectively and securely. The committee should ensure that the internal audit plan is met.	To monitor the management of internal audit.	

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Internal audit activity report - second quarter 2011/12	Audit and Governance Committee 28 Sep 2011	Adrianna Partridge Tel. (01491) 823544 Email: adrianna.partridge@southandvale.gov.uk	The council audits its services through the internal audit service.	To review the outcomes from the internal audits and recommend any further actions or improvements.	
Annual governance statement	Audit and Governance Committee 28 Sep 2011	Steve Bishop, Strategic Director and Section 151 Officer Tel. (01235) 540332 Email: steve.bishop@southandvale.gov.uk	The Audit Commission will ask the committee to consider the annual governance statement before considering the statement of accounts.	To consider the Audit Commission's recommendations.	
Statement of accounts 2010/11	Audit and Governance Committee 28 Sep 2011	William Jacobs, Head of Finance Tel. (01235) 540455 Email: william.jacobs@southandvale.gov.uk	Following an audit by the Audit Commission, the council has to amend and adopt its statement of accounts by 30 September each year.	To review the draft statement of accounts and approve them for signing off.	

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Treasury management strategy - annual review 2010/11	Audit and Governance Committee 21 Dec 2011	Steve Lawrence Tel. (01235) 540321 Email: stephen.lawrence@whitehorsedc.gov.uk	The council has set a treasury management strategy and policy. Their effectiveness needs to be scrutinised by the committee.	To scrutinise the effectiveness of the treasury management strategy.	
Treasury management strategy - half-year review 2011/12	Audit and Governance Committee 21 Dec 2011	William Jacobs, Head of Finance Tel. (01235) 540455 Email: william.jacobs@southandvale.gov.uk	The council has set a treasury management strategy and policy. Their effectiveness needs to be scrutinised by the committee.	To scrutinise the half-year performance of the treasury management strategy.	
Treasury management strategy 2012/13	Audit and Governance Committee 21 Dec 2011	William Jacobs, Head of Finance Tel. (01235) 540455 Email: william.jacobs@southandvale.gov.uk	The council has set a treasury management strategy and policy. The effectiveness needs to be scrutinised by the committee.	To scrutinise the effectiveness of the treasury management strategy and recommend any changes to the Executive and/or Council.	

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Audit opinion plan 2011/12	Audit and Governance Committee 21 Mar 2012	Steve Bishop, Strategic Director and Section 151 Officer Tel. (01235) 540332 Email: steve.bishop@southandvale.gov.uk	Each year the council receives an audit opinion plan from the Audit Commission setting out the work required over the next year to audit the council's performance.	To consider the audit opinion plan from the Audit Commission.	
Internal audit plan 2012/13	Audit and Governance Committee 21 Mar 2012	Adrianna Partridge Tel. (01491) 823544 Email: adrianna.partridge@southandvale.gov.uk	Each year the committee reviews the planned audits due to be carried out by internal audit and sets a plan for the forthcoming year.	To review the 2010/11 internal audit plan and approve a plan for 2011/12.	
Internal audit plan 2012/13	Audit and Governance Committee 21 March 2012	Adrianna Partridge Tel. (01491) 823544 Email: adrianna.partridge@southandvale.gov.uk	Each year the committee reviews the planned audits due to be carried out by internal audit and sets a plan for the forthcoming year.	To review the 2010/11 internal audit plan and approve a plan for 2011/12.	