

Audit and Governance Work Programme

containing Audit and Governance Committee work to be undertaken
1 September 2013 - 31 March 2014



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 activity	Audit and Governance Committee 23 Sep 2013	Craig Pullen Tel. (01491) 823544 Email: craig.pullen@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.	
Internal audit management	Audit and Governance Committee 23 Sep 2013	Craig Pullen Tel. (01491) 823544 Email: craig.pullen@southandvale.gov.uk	The committee monitors the effectiveness of the internal audit each quarter.	To monitor the management of internal audit.	

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External auditor's annual governance report 2012/13 - audit results (ISA 260) report	Audit and Governance Committee 23 Sep 2013	Steve Bishop, Strategic Director and Section 151 Officer Tel. (01235) 540332 Email: steve.bishop@soouthandvale.gov.uk	The external auditor publishes an annual governance report on the council's activities, including an overall opinion on the council's financial statements and on the value for money the council provided, a Whole of Government Accounts Certification, and an audit completion certificate.	To consider the external auditor's audit results report 2012/13.	
Statement of accounts 2012/13	Audit and Governance Committee 23 Sep 2013	William Jacobs, Head of Finance Tel. (01235) 540455 Email: william.jacobs@southandvale.gov.uk	The council must produce a statement of accounts each year.	To approve the statement of accounts 2012/13.	
Annual governance statement 2012/13	Audit and Governance Committee 23 Sep 2013	Steve Culliford Tel. (01235) 540307 Email: steve.culliford@southandvale.gov.uk	The council is required to publish an annual governance statement.	To approve the annual governance statement.	

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Treasury management outturn 2012/13	Audit and Governance Committee 23 Sep 2013	William Jacobs, Head of Finance Tel. (01235) 540455 Email: william.jacobs@southandvale.gov.uk	The committee is responsible for the scrutiny of the council's treasury management activity.	To consider the treasury management outturn for 2012/13.	
Comments and complaints 2012/13	Audit and Governance Committee 23 Sep 2013	David Buckle Tel. (01235) 540303 Email: david.buckle@southandvale.gov.uk	The committee is charged with the responsibility of monitoring the council's comments and complaints.	To review the complaints received during 2012/13.	
Treasury management mid-year report 2013/14	Audit and Governance Committee 27 Jan 2014	William Jacobs, Head of Finance Tel. (01235) 540455 Email: william.jacobs@southandvale.gov.uk	The committee is responsible for the scrutiny of the council's treasury management activity.	To consider the treasury management mid-year report 2013/14.	
Treasury management strategy 2014/15	Audit and Governance Committee 27 Jan 2014	Bob Watson Tel. (01235) 540426 Email: bob.watson@southandvale.gov.uk	The committee is responsible for the scrutiny of the council's treasury management activity and to propose a strategy to Council for the management of this function in the forthcoming year.	To consider the draft treasury management strategy for 2014/15 and recommend its adoption to Council.	

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External auditor's annual audit letter	Audit and Governance Committee 27 Jan 2014	Steve Bishop, Strategic Director and Section 151 Officer Tel. (01235) 540332 Email: steve.bishop@southandvale.gov.uk	The external auditor, Ernst & Young, is responsible for auditing the council's business.	To consider the external auditor's annual audit letter.	
Internal audit plan 2014/15	Audit and Governance Committee 17 Mar 2014	Craig Pullen Tel. (01491) 823544 Email: craig.pullen@southandvale.gov.uk	The council audits its services through the internal audit service.	To approve the internal audit plan for 2014/15.	