

# Audit and governance work programme

containing Audit and Governance Committee work to be undertaken  
1 MARCH 2015 - 31 DECEMBER 2015



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
<b>Internal audit activity - fourth quarter 2014/15</b>	Audit and Governance Committee 19 Mar 2015	Adrianna Partridge (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	This is a recurring item on every agenda.
<b>Internal audit management - fourth quarter 2014/15</b>	Audit and Governance Committee 19 Mar 2015	Adrianna Partridge (01491) 823544 Email: adrianna.partridge@southandvale.gov.uk	The committee monitors the effectiveness of the internal audit each quarter	To monitor the management of internal audit.	This is a recurring item on every agenda.

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<b>Internal audit plan 2015/16</b>	Audit and Governance Committee 19 Mar 2015	Adrianna Partridge Tel. 01491 823544 Email: adrianna.partridge@southandvale.gov.uk	The council audits its services through the internal audit service.	To approve the internal audit plan for 2015/16	
<b>External auditor's report</b>	Audit and Governance Committee 19 Mar 2015	William Jacobs, (01491) 823326 Email: william.jacobs@southandvale.gov.uk	The external auditor to bring a progress report		
<b>Internal audit annual report 2014/15</b>	Audit and Governance Committee June 2015	Adrianna Partridge (01491) 823544 Email: adrianna.partridge@southandvale.gov.uk	Each year the council's internal audit team produces an annual report to review activities over the previous year	To review internal audit activity during 2014/15	
<b>External auditor's annual governance report 2014/15</b>	Audit and Governance Committee September 2015	William Jacobs, (01491) 823326 Email: william.jacobs@southandvale.gov.uk	The external auditor publishes an annual governance report on the council's activities.	To consider the external auditor's annual governance report 2014/15	
<b>Statement of accounts 2014/15</b>	Audit and Governance Committee September 2015	Simon Hewings (01491) 823583 Email: simon.hewings@southandvale.gov.uk	The council must produce a statement of accounts each year.	To approve the statement of accounts 2014/15	

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<b>Annual governance statement 2014/15</b>	Audit and Governance Committee September 2015	Ron Schrieber (01491) 823619 Email: ron.schrieber@southandvale.gov.uk	The council is required to publish an annual governance statement.	To approve the annual governance statement.	
<b>Treasury management outturn 2014/15</b>	Audit and Governance Committee September 2015	Bob Watson (01235) 540426 Email: bob.watson@southandvale.gov.uk	The committee is responsible for the scrutiny of the council's treasury management activity.	To consider the treasury management outturn for 2014/15.	
<b>Comments and complaints 2014/15</b>	Audit and Governance Committee September 2015	David Buckle (01235) 540303 Email c/o: jeanette.cox@southandvale.gov.uk	The committee is responsible for monitoring the council's comments and complaints.	To review the comments and complaints received during 2014/15	