

Gloucester City Council
Audit and Governance Work Programme 2017-2018
(Updated 01 June 2017)

Item	Format	Committees	Lead Officer	Comments
19 June 2017:				
1. Audit and Governance Committee Action Plan	Timetable	-----	-----	Standing agenda item
2. Position Statement on Statement of Accounts	Verbal report	Audit and Gov	Head of Finance	Part of the Committee's annual work programme
3. Review of Benefit Audit Accuracy Rate and Monitoring of Benefit Software	Written Report	Audit and Gov	Head of Finance	Requested by the Committee
4. Internal Audit Activity Annual Report 2016/17 (including progress on 16/17 activity)	Written Report	Audit and Gov	Head of IA&RM Shared Service	Part of the Committee's annual work programme
5. Audit and Governance Committee Annual Report 2016/17	Written Report	Audit and Gov Council	Head of IA&RM Shared Service	Part of the Committee's annual work programme
6. Treasury Management Six Monthly Update 2017/18	Written Report	Audit and Gov Cabinet	Head of Finance/ Management Accountant	Part of the Committee's annual work programme
7. Draft Annual Governance Statement 2016/17 (including revised Code of Corporate Governance)	Written Report	Audit and Gov Council	Head of Finance / Head of IA&RM Shared Service	Part of the Committee's annual work programme
8. Audit and Governance Committee Work Programme	Timetable	-----	-----	Standing Agenda Item
18 September 2017:				
1. Audit and Governance Committee Action Plan	Timetable	-----	-----	Standing agenda item
2. Statement of Accounts 2016/17	Written Report	Audit and Gov	Head of Policy and Resources	Part of the Committee's annual work programme

3. Strategic Risk Register Update	Written Report	Audit and Gov	Head of IA&RM Shared Service	Part of the Committee's annual work programme
4. Annual Governance Statement 2016/17	Written Report	Audit and Gov	Head of Policy and Resources	Part of the Committee's annual work programme
5. Business Rates Pooling Annual Report	Written Report		Head of Policy and Resources	Part of the Committee's annual work programme
6. Internal Audit Activity 2017/18 – Progress Report (Including MGL VFM and review of Governance Arrangements audit)	Written Report	Audit and Gov	Head of IA&RM Shared Service	Part of the Committee's annual work programme
7. Streetcare Contract Management 6 monthly management update	Written Report	Audit and Gov	Head of Communities and Neighbourhoods	Item requested by the Committee
8. Local Government Ombudsman, annual standards and complaints monitoring report.	Written Report	Audit and Gov	Monitoring Officer	Part of the Committee's annual work programme
9. Revised Complaints Policy	Written Report	Audit and Gov Council	Customer Service Manager	Item requested by the Customer Service Manager
10. Review of new Business Rates Relief	Written Report	Audit and Gov	Head of Policy and Resources	Item requested by the Committee
11. Audit and Governance Committee Work Programme	Timetable	-----	-----	Standing Agenda Item
20 November 2017				
1. Audit and Governance Committee Action Plan	Timetable	Audit and Gov	-----	Standing agenda item requested by the Committee
2. Annual Audit Letter 2016/17	Written Report	Audit and Gov	KPMG	Part of the Committee's annual work programme
3. Internal Audit Activity 2017/18 – Progress Report	Written Report	Audit and Gov	Head of IA&RM Shared Service	Part of the Committee's annual work programme
4. Regulation of Investigatory Powers Act 2000 (RIPA) – Annual Review of Procedural Guide	Written Report	Audit and Gov Council	Corporate Director	Part of the Committee's annual work programme
5. Risk Management Update	Written report	Audit and Gov	Head of IA&RM Shared Service	Part of the Committee's annual work programme

6. KPMG Technical Update	Written report	Audit and Gov	KPMG	Part of the Committee's annual work programme
7. Audit and Governance Committee Work Programme	Timetable	-----	-----	Standing Agenda Item
22 January 2018				
1. Audit and Governance Committee Action Plan	Timetable	-----	-----	Standing agenda item requested by the Committee
2. KPMG Grants Audit Report	Written Report	Audit and Gov	KPMG	Part of the Committee's annual work programme
3. Internal Audit Activity 2017/18 – Progress Report	Written Report	Audit and Gov	Head of IA&RM Shared Service	Part of the Committee's annual work programme
4. Treasury Management Performance 2016/17 Six monthly update	Written Report	Audit and Gov Cabinet	Head of Policy and Resources	Part of the Committee's annual work programme
5. Streetcare Contract Management 6 monthly management update	Written Report	Audit and Gov	Head of Neighbourhood Services	Item requested by the Committee
6. Draft Contract Standing Orders	Written Report	Audit and Gov	Monitoring Officer/ Head of Finance	Part of the Committee's annual work programme
7. Annual Governance Statement Improvement Plan 2016/2017	Written report	Audit and Gov	Head of IA&RM Shared Service	Part of the Committee's work programme
8. Audit and Governance Committee Work Programme	Timetable	-----	-----	Standing Agenda Item
12 March 2018				
1. Audit and Governance Committee Action Plan	Timetable	-----	-----	Standing agenda item requested by the Committee
2. KPMG – External Audit Plan 2017/18	Written Report	Audit and Gov	KPMG	Part of the Committee's annual work programme
3. KPMG – External Audit Technical Update	Written Report	Audit and Gov	KPMG	Part of the Committee's annual work programme
4. Treasury Management Strategy	Written Report	Audit and Gov Cabinet Council	Head of Finance	Part of the Committee's annual work programme
5. Annual Risk Management Report 2017/18	Written Report	Audit and Gov	Head of IA&RM Shared Service	Part of the Committee's annual work programme

6. Internal Audit Activity 2017/18 – progress report.	Written Report	Audit and Gov	Head of IA&RM Shared Service	Part of the Committee’s annual work programme
7. Internal Audit Plan 2018/19	Written Report	Audit and Gov	Head of IA&RM Shared Service	Part of the Committee’s annual work programme
8. Audit and Governance Committee Work Programme	Timetable	-----	-----	Standing Agenda Item

FUTURE AUDIT & GOVERNANCE COMMITTEE AGENDA ITEM – DATE TO BE AGREED:

- Update report on Peer Review visit