

**AUDIT COMMITTEE PROPOSED FORWARD WORK PROGRAMME
2017 – 2018**

DATE OF MEETING	FORWARD WORK PROGRAMME	OFFICER RESPONSIBLE	UPDATE
2017			
26th July	Information and Action Requests (if applicable).	Head of Audit (HOA)	N/A
	Approval of the draft Annual Governance Statement 2016-17	Head of Finance	Complete
	Pre-audited Statement of Accounts 2016/17	Head of Finance	Complete
	Proposed Forward Work Programme 2017/18	HOA	Completed
	IASS Charter 2017-18	HOA	N/A
	Outcome of the Internal Audit Shared Service – External Assessment	HOA	N/A
	IASS Strategy and Risk Based Plan 2017-18	HOA	N/A
	IASS Outturn Report April 2017 to June 2017.	HOA	Complete
	External Auditors / Inspection Reports (where applicable). Listed within the Agenda	Head of Finance/ Wales Audit Office (WAO)	Complete
20th September	Information and Action Requests (where applicable)	HOA	N/A
	Updated Forward Work Programme	HOA	Complete
	Amended Annual Governance Statement 2016/17 (if applicable)	Head of Finance	N/A
	Audited Statement of Accounts / Final Annual Governance Statement / ISA 260 report.	Head of Finance / WAO	Complete
	Internal Audit 5 months Outturn Report April to August 2017.	HOA	Complete
	Progress report on the External Assessment	HOA	Defer to November
	Annual Corporate Risk Register	Head of Performance	Defer to November
	External Auditors / Inspection Reports (where applicable). As listed on Agenda	Head of Finance / WAO	Complete
28th November	Up dated Forward Work Programme	HOA	Complete
	Information and Action Requests (where applicable)	HOA	N/A
	Corporate Fraud Framework and Risk Assessment	HOA	Complete
	Internal Audit Outturn Report – April 2017 to October 2017; including update on IASS Performance.	HOA	Complete
	Annual Corporate Risk Register	Head of Performance	Deferred to January 18
	Update on External Assessment	HOA	Complete
	IASS Staffing Update	Head of Finance	Complete
	Report of Closure of Accounts	Head of Finance	Complete
	External Auditors / Inspection Reports (where applicable). – As listed on Agenda	Head of Finance/ WAO	Complete
2018			
31st January (extra meeting)	Risk Management – quarter 2	Head of Performance	Complete
	WAO – Performance update	Head of Finance / WAO	Complete
	Whistleblowing policy update (brought forward from February)	Monitoring Officer	Complete
	Corporate Complaints update (brought forward from February)	Head of Performance	Complete
	Amendments to the Minimum Revenue Provision 2017-18	Head of Finance	Complete
	Audit Report – Ethics 2017/18	HOA	
	Risk Based Plan 2017-18 update	HOA	Complete

APPENDIX A

27 th February	Up dated Forward Work Programme	HOA	Submitted
	Internal Audit 10 months Outturn Report April 2017 – January 2018 – including update on the work undertaken by South West Audit Partnership	HOA	Submitted
	Update on Audit Plan 2017/18 (if applicable)	HOA	Completed in January 17
	Corporate Complaints update	HOA	Completed in January 17
	Whistleblowing policy update	HOA	Completed in January 17
	Treasury Management	Head of Finance	Submitted
	IASS Charter 2018/19	HOA	Submitted
	External Auditors / Inspection Reports (where applicable). As listed on Agenda	Head of Finance / WAO	
1 st May	Information and Action Requests (where applicable)	HOA	
	Updated Forward Work Programme 17/18 and proposed Forward Work Programme for 2018/19	HOA	
	IASS Charter 2018-19	HOA	Completed Feb 18
	Internal Audit proposed Annual Strategy and Audit Plan 2018-2019.	HOA	
	Head of Audit's Annual Outturn and Opinion Report 2017/18	HOA	
	External Assessment of the Internal Audit Shared Service progress report	HOA	
	Compliance with Contract and Finance Procedure Rules	HOA	
	External Auditors / Inspection Reports (if applicable): - External Audit – Annual Audit Plan 2018	Head of finance / WAO	