

AUDIT COMMITTEE WORKPLAN 2016/17

21ST APRIL 2016

Deadline for finalised reports to Cheryl – Tuesday 12th April - end of day

Annual Governance Statement, 2015/16	Andrew Wathan
Internal Audit Section, Operational Plan 2016/17 - Draft	Andrew Wathan
Internal Audit Section Progress report on Unsatisfactory/Unsound Audit Opinions	Andrew Wathan
2016 Audit Plan	WAO
Early Departures & vacant posts	Peter Davies
Issued raised by member of public regarding Chepstow School	Kellie Beirne
Response to Unsatisfactory Audit Opinion of Passenger Transport Unit from Audit Committee meeting on 22nd October 2015	Richard Cope
Audit Committee Annual Report 2015/16, Annual report 2014/15	Andrew Wathan

26TH MAY 2016

Deadline for finalised reports to Cheryl – 10am Monday 16th May 2016

Finalised reports to Committee Section – end of day Monday 16th May 2016

SUBJECT	AUTHOR
Annual Governance Statement - final	Andrew Wathan
Internal Audit Section Operational Plan 2016 17 - draft	Andrew Wathan
Internal Annual Section Outturn report 2015/16	Andrew Wathan
Update on Special Investigations	Andrew Wathan

30TH JUNE 2016

Deadline for finalised reports to Cheryl – end of day Monday 20th June

Finalised reports to Committee Section- 9 am - Tuesday 21st June

2015/16 Treasury Outturn Report - to follow	Jon Davies/Lesley Russell
Statement of Accounts 2015/16 - report, appendices include Summary of accounts information 2015/16, Statement of Accounts (prior to Audit 2015/16, Welsh Church Fund Accounts 2015/16	1. 2. 3 MCC Mark Howcroft/Jon Davies
Review of Reserves	Joy Robson
CPR Exemptions 6 monthly	Andrew Wathan
Improvement Plan - Certificate of Compliance & Regulators Feedback	Matt Gatehouse
Corporate Assessment - Action Plan Progress report	Matt Gatehouse
Corporate Assessment Follow Up:Governance Review	WAO
Financial Resilience Assessment	WAO

15TH SEPTEMBER 2016

Deadline for finalised reports to Cheryl – Thursday 1st September

Finalised reports to Committee Section -Friday 2nd September

MCC Audited Accounts 2015/16 (formal approval)	WAO/Mark Howcroft/Jon Davies
ISA 260 report - MCC Accounts	WAO/Mark Howcroft/Jon Davies
Internal Audit Charter	Andrew Wathan
Internal Audit Progress report 2016/17 quarter 1	Andrew Wathan
Annual Improvement report	WAO (Matt Gatehouse)
Corporate Assessment follow up:Performance Management	Matt Gatehouse

13TH OCTOBER 2016 - cancelled

17TH NOVEMBER 2016

Deadline for finalised reports to Cheryl – 12 noon 7th November 2016

Finalised reports to Committee Section – end of day 7th November 2016

Presentation on Public Sector Internal Audit Standards (PSIAS)	Andrew Wathan
Corporate Assessment follow on review - Information Technology	WAO
Whole Authority Complaints, Comments & Compliments report	Annette Evans
Half Yearly Treasury Update	Joy Robson
Internal Audit progress report 2016/17 - quarter 2	Andrew Wathan
Unsatisfactory Audit Opinions	Andrew Wathan
People Services Annual Report & workforce plan	Peter Davies
Review of MRP	Mark Howcroft
Quarterly Monitoring of Reserves - Quarter 2	Mark Howcroft

15TH DECEMBER 2016

Deadline for finalised reports to Cheryl – 12 noon Monday 5th December

Finalised reports to Committee Section –end of day Monday 5th December

Wales Audit Office Proposals for Improvement progress reports	Richard Jones
Overview of Performance Management Arrangements	Richard Jones
Zero hour contracts	Tracey Harry
ISA 260 reports - Trust Funds	WAO
Audited Welsh Church Fund Trust Fund Accounts 2015/16	Mark Howcroft
Audited Monmouthshire Farm School Trust Fund Accounts 2015/16	Mark Howcroft
Early Departures & Redundancy Costs	Peter Davies
Exemptions from CPRS	Andrew Wathan
Strategic Risk Assessment 2016	Richard Jones

2ND FEBRUARY 2017

Deadline for finalised reports to Cheryl – mid day 23rd January 2017

Finalised reports to Committee Section - end of day 23rd January 2017

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Q3 Progress report	Andrew Wathan
Corporate Assessment Follow on review - Human Resources	WAO
16TH MARCH 2017	
<i>Deadline for finalised reports to Cheryl –</i>	
<i>Finalised reports to Committee Section</i>	
Joint Progress report	Mark & WAO
Internal audit 2017/18 plan - draft	Andrew Wathan
Quarterly Monitoring of Reserves - qtr 3	Mark Howcroft
Review of Anti Fraud corruption policy	Andrew Wathan
Apr-17	
<i>Deadline for finalised reports to Cheryl –</i>	
<i>Finalised reports to Committee Section –</i>	
Unsatisfactory audit Opinions	Andrew Wathan
Annual Governance Statement	Andrew Wathan
Implementation of Audit Recommendations	Andrew Wathan