

**London Borough of Barnet
Audit Committee Work
Programme 2015-2016
November 2015 - February 2016**

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Title of Report	Overview of decision	Report Of (<i>officer</i>)	Issue Type (Non key/Key/Urgent)
30 July 2015			
Internal Audit Annual Report and opinion 2014/15	To consider the Internal Audit Annual Report and opinion for 2014/15	Head of Internal Audit	Non key
Internal Audit Quarterly Progress Report (including Exception Recommendations Report)	<p>To consider summaries of specific Internal Audit reports as requested</p> <p>To consider reports dealing with the management and performance of the providers of Internal Audit services</p> <p>To consider a report from Internal Audit on agreed recommendations not implemented within a reasonable timescale</p> <p>To monitor the effective development and operation of risk management and corporate governance in the Council</p>	Head of Internal Audit	Non key
Direct Debit Collections - April 2015	Provides the Committee with a report on a direct debit collection failure which occurred at the beginning of April 2015, and its impact on Barnet Homes for rental and leaseholder income	Chief Operating Officer (Director of Finance / Section 151 Officer)	Non key

Subject	Decision requested	Report Of	Contributing Officer(s)
CAFT Quarterly Report	To monitor the effective development and operation of the Council's Corporate Anti-Fraud Team (CAFT) To consider regular anti-fraud progress reports and summaries of specific fraud issues and investigation outcomes	Assurance Assistant Director	Non key
External Auditor's Report under International Standard on Auditing (ISA) 260 for the year 2014/15	To consider the External Auditors report to those charged with governance on issues arising from the audit of the Council's accounts.	Chief Operating Officer (Director of Finance / Section 151 Officer)	Non key
Annual Governance Statement	To oversee the production of the Authority's Annual Governance Statement and to recommend its adoption	Assurance Director	Non key
Annual Report of the Audit Committee	The Audit Committee shall prepare a report to Full Council on an annual basis on its activity and effectiveness.	Assurance Assistant Director	Non key
5 November 2015			
Quarter 2 Internal Audit Progress Report	To note the progress against internal audit recommendations and work completed to date on the Internal Audit Annual Plan 2015-16 and high priority recommendations.	Head of Internal Audit	Non key

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Corporate Anti-Fraud Team (CAFT) Progress Report July - September 2015	This report covers the period 1st July 2015 – 30 September 2015 and represents an up-to-date picture of the work undertaken by Corporate Anti-Fraud Team (CAFT) during that time. The Committee are asked to note the report.	Assurance Assistant Directos	Non key
ICT operations - ITIL methodology assessment	<p>At the Audit Committee meeting on the 30th July 2015 the committee resolved to request the Chief Operating Officer to look into whether Capita Customer Service Group follows ITIL (Information Technology Infrastructure Library) methodology, and to provide a report to the next meeting.</p> <p>The detail of the review is given in the body of the report.</p>	Chief Operating Officer	Non key
External Audit Progress - Verbal update		Assurance Director	Non key
28 January 2016			
Risk Management Policy Statement and Strategy	To monitor the effective development and operation of risk management and corporate governance in the Council	Assurance Assistant Director	Non key

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Annual Report of the Audit Committee	<p>The Constitution under Responsibility for Functions includes the following within the Audit Committee's terms of reference:</p> <p>"The Audit Committee shall prepare a report to Full Council on an annual basis on its activity and effectiveness."</p> <p>The attached Annual Report describes how the Audit Committee meets its objectives as well as detailing the work of the Committee to date and the outcomes it has achieved for 2014-15.</p>	Assurance Assistant Director	Non key
Internal Audit Progress Report - Quarter 3	To note the progress against internal audit recommendations and work completed to date on the Internal Audit Annual Plan 2015-16 and high priority recommendations.	Head of Internal Audit	Non key
External Audit Exceptions Recommendations Report and Progress Report up to 31 December 2015	The Committee are asked to note the report.	Assurance Director	Non key

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Corporate Anti-Fraud Team (CAFT) Progress Report Q3 October 2015 - December 2015	This report covers the period 1st October 2015 – 31 December 2016 and represents an up-to-date picture of the work undertaken by Corporate Anti-Fraud Team (CAFT) during that time. The Committee are asked to note the report.	Assurance Director	Non key
Annual Audit Letter 2014-15	To consider the External Auditor's Annual Audit Letter for 2014/2015 on the Council's position in respect of the Audit of the Accounts, Financial Performance, Value for Money and Financial Resilience.	Chief Operating Officer (Director of Finance / Section 151 Officer)	Non key
External Audit Progress - Verbal Update		Assurance Director	Non key
19 April 2016			
CAFT Annual Report (including final quarter)	The Committee is asked to consider and comment on the CAFT Annual Report 2015-16.	Assurance Assistant Director	Non key
Annual External Audit Plan	To advise the committee of BDO's Audit Plan for 2015/16 and provide an update on results of interim audit work to date	Assurance Director	Non key

Subject	Decision requested	Report Of	Contributing Officer(s)
Internal Audit Quarterly Progress Report (including Exception Recommendations Report)	That the Committee note the progress against internal audit recommendations and work completed to date on the Internal Audit Annual Plan 2015-16 & high priority recommendations.	Head of Internal Audit	Non key
Internal Audit and CAFT Annual Plan and Strategy and Risk Management Approach	That the Audit Committee endorses the Internal Audit and Anti-Fraud Strategy & Annual Plan and Risk Management Approach for 2015-16.	Head of Internal Audit	Non key
Items to be allocated			
Ad Hoc Audit Reports	To commission work from Internal and External Audit arising from the consideration of other scheduled reports subject to them being proportionate to risk identified and with agreement from the Chief Executive To review any issue referred to the Committee by the Chief Executive, a Director or any Council body		Non key