

The background of the slide features a large, light blue watermark of the University of Alberta crest. The crest is a shield divided into four quadrants. The top-left quadrant shows a building, the top-right shows a stag's head, the bottom-left shows a ship on water, and the bottom-right shows an eagle with wings spread. Above the shield is a crown with four floral motifs. Below the shield is a banner with the motto 'ANNE FOR A'.

Agenda Item 6

**Audit Committee Workplan
2019**

Falkirk Council

Title: Audit Committee Workplan 2019
Meeting: Audit Committee
Date: 19 November 2018
Submitted By: Director of Corporate and Housing Services

1. Purpose of Report

1.1 The purpose of this report is to set out a workplan for the Audit Committee for 2019.

2. Recommendation

2.1 It is recommended that the Audit Committee agrees its workplan for 2019.

3. Background

3.1 The committee considered, at its meeting of 28 September 2017 (ref AC15), the 2016/17 Annual Audit Report to Members and the Controller of Audit. The Council's external auditors recommended production of an annual workplan indicating how and when the committee will discharge the elements of its remit and how members will be supported to undertake their duties. The Report recognised that the committee had an extensive remit and that a number of standing items appear on the agenda on a cyclical basis. An annual workplan setting out these standing items will assist the effectiveness of the committee.

3.2 It had been intended to introduce the plan from March 2018. However, given that Council sets its programme of committee meetings for the calendar year in September each year it was decided to await the publication of the 2019 timetable of meetings and introduce a full year workplan based on that programme. Council agreed the 2019 programme of meetings in September 2018. A workplan based around the Audit committee programme for 2019 has been developed.

3.3 The 2017/18 Annual Audit Report to Members and the Controller of Audit, which was considered by the committee on 27 September 2018 highlighted that the workplan had not yet been introduced, with the recommendation made that management should ensure that the

actions previously agreed around the Committee's workplan are completed in a timely manner.

4. Annual Workplan 2019

4.1 A workplan, based on those standing items which are considered by the committee on a cyclical basis is set out below:-

Meeting	Business	Author
Monday 8 April 2019	Internal Audit Plan	Internal Audit Manager
	Internal Audit Progress Report	Internal Audit Manager
	External Audit Plan	External Auditors
	Risk Management Update	Director of Corporate and Housing
Monday 17 June 2019	Unaudited Accounts	Chief Finance Officer
	Internal Audit Assurance Report	Internal Audit Manager
Monday 26 August 2019		
Thursday 16 September 2019	Annual Audit Report	External Auditors
	Accounts	Chief Finance Officer
	Internal Audit Progress Report	Internal Audit Manager
	Risk Management Update	Director of Corporate and Housing
Monday 11 November 2019	Convener's Report	Convener
	Internal Audit Progress Report	Internal Audit Manager

4.2 The committee has regularly received update reports on the governance and risk management arrangements for the Council of the Future project. A report elsewhere on the agenda for this meeting asks the committee to consider the frequency of which it receives update reports. Once agreed these will be factored into the workplan for 2019.

4.3 The workplan is indicative and does not preclude other items of business being submitted to the committee, for example reports which

the committee itself requests or reports from officers on key areas of the committee's remit such as internal and external audit and risk.

- 4.4 The Audit Committee is required to review its own performance, effectiveness and terms of reference on an annual basis. This is done by the Convener who has the duty to prepare an annual report to Council on the work of the committee. The introduction of a workplan will assist the committee to review its performance and the effectiveness with which it completes its workplan will be set out in the Convener's report.

5. Consultation

There is no requirement to carry out a consultation on this report.

6. Implications

Financial

- 6.1 There are no financial implications.

Resources

- 6.2 There are no resource implications.

Legal

- 6.3 There are no legal implications.

Risk

- 6.4 There is no risk associated with the report. The introduction of a workplan will assist the committee to undertake its role more effectively.

Equalities

- 6.5 An equality and poverty impact assessment was not required.

Sustainability / Environmental Impact

- 6.6 A sustainability / environmental assessment was not required.

7. Conclusions

- 7.1 A workplan will support members of the Audit Committee undertake their duties and assist the committee review its effectiveness.

Director of Corporate and Housing Services

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Date: 8 November 2018

Appendices

None.

List of Background Papers:

No papers were relied on in the preparation of this report in terms of the Local Government (Scotland) Act 1973.