

The background of the slide features a large, light blue watermark of the City of Vancouver's coat of arms. The crest is a shield divided into four quadrants. The top-left quadrant shows a sailing ship on wavy lines representing water. The top-right quadrant depicts a stag's head with large antlers. The bottom-left quadrant shows a beaver. The bottom-right quadrant features a grizzly bear. Above the shield is a crown with four maple leaves. A banner at the bottom of the shield contains the motto "A NE FOR A".

Agenda Item 6

Audit Committee Workplan 2020

Falkirk Council

Title: **Audit Committee Workplan 2020**
Meeting: **Audit Committee**
Date: **11 November 2019**
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 2020 and to review progress in completing the 2019 workplan.

2. Recommendation

- 2.1 **It is recommended that the Audit Committee agrees its workplan for 2020.**

3. Background

- 3.1 Following advice from the Council's external auditors, and in line with good practice the Committee, in November 2018, agreed a workplan for 2019. The purpose of the workplan is to set out a schedule of those items of business either planned or which appear on a regular basis to the committee. This assists committee at year end to consider its effectiveness in discharging its remit.

4. Annual Workplan 2019

- 4.1 A workplan, based on those standing items which are considered by the committee on a cyclical basis was agreed for 2019 and 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 Annual 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

- 4.1 All planned reports were submitted in accordance with the workplan. The exception was the Convener's report. Rather than submitting the report at the end of the calendar year as agreed it will now be submitted at the end of the financial year (April 2020) to accord with financial and audit workstreams (for example the Internal Audit and External Audit plans).

5. Annual Workplan 2020

- 5.1 A draft workplan for 2020 is set out below. In addition to 'traditional' standing items which are reported cyclically, such as the Accounts, or Internal Audit Annual Assurance report, the workplan has been widened to include a report back, in April 2020, on actions taken following the Annual Audit Report publication in September 2019 and to also include regular development sessions. These will assist members of the committee in their understanding of the role of the

committee and will focus on key areas of the committee's remit such as risk for example.

- 5.2 As before the plan 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.

Meeting	Business	Originator
Monday 6 April at 9.30 am	Internal Audit Plan External Audit Plan Follow up on Auditors Report 2018/19 Convener's Report on 2019/20 Development Session	Internal Audit Manager External Auditors Director of Corporate and Housing Convener
Monday 15 June at 9.30 am	Unaudited Accounts Internal Audit Annual Assurance report Council of the Future Update Risk Management Update Development Session	Chief Finance Officer Internal Audit Manager Director of Corporate and Housing Director of Corporate and Housing
Monday 24 August at 9.30 am	Development Session - What Does Good Look Like	
Monday 21 September at 9.30 am	Annual Audit Report Audited Accounts Internal Audit Progress Report Development Session	External Auditors Director of Corporate and Housing Internal Audit Manager
Monday 9 November at 9.30 am	Internal Audit Progress Report Risk Management Update Development Session	Internal Audit Manager Director of Corporate and Housing

6. Consultation

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

7. Implications

Financial

7.1 There are no financial implications.

Resources

7.2 There are no resource implications.

Legal

7.3 There are no legal implications.

Risk

7.4 There is no risk associated with the report. An agreed workplan will assist the committee to undertake its role more effectively.

Equalities

7.5 An equality and poverty impact assessment was not required.

Sustainability/Environmental Impact

7.6 A sustainability/environmental assessment was not required.

8. Conclusions

8.1 A workplan for 2020 will support the Audit Committee undertake its duties and assist the Committee review its effectiveness.

Director of Corporate and Housing Services

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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.