

For Publication

Bedfordshire Fire and Rescue Authority
Audit and Standards Committee
28 September 2017
Item No. 12

REPORT AUTHOR: ASSISTANT CHIEF OFFICER (HUMAN RESOURCES AND ORGANISATIONAL DEVELOPMENT)

SUBJECT: WORK PROGRAMME 2017/18

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Background Papers: None

Implications (tick ✓):

LEGAL			FINANCIAL	
HUMAN RESOURCES			EQUALITY IMPACT	
ENVIRONMENTAL			POLICY	
CORPORATE RISK	Known	✓	OTHER (please specify)	
	New		CORE BRIEF	

Any implications affecting this report are noted at the end of the report.

PURPOSE:

To review and report on the work programme for 2017/18 and to provide Members with an opportunity to request additional reports for the Audit and Standards Committee meetings for 2017/18.

RECOMMENDATION:

That Members consider the work programme for 2017/18 and note the 'cyclical' Agenda Items for each meeting in 2017/18.

ZOE EVANS
ASSISTANT CHIEF OFFICER (HUMAN RESOURCES AND ORGANISATIONAL DEVELOPMENT)

AUDIT AND STANDARDS COMMITTEE - PROGRAMME OF WORK 2017/18

Meeting Date	'Cyclical' Agenda Items		Additional/Commissioned Agenda Items	
	Item	Notes	Item	Notes
28 Sept 2017	<ul style="list-style-type: none"> • Audit Results Report (results of 2016-17 audit including any matters outstanding) (Ernst & Young) • Audit Annual Report 2016/17 (& Opinion) *¹ • 2016/17 Statement of Accounts and Letter of Representation • Draft Annual Governance Statement and Action Plan (2016/17) • Internal Audit Progress Report • Audit and Governance Action Plan Monitoring • Review of the Fire Authority's Effectiveness • Corporate Risk Register • Work Programme 2017/18 	<p>*¹ Moved from 14 June 2017 meeting</p>	<ul style="list-style-type: none"> • Revision to Standing Order 21** 	<p>**Required to go to next FRA for confirmation prior to revision</p>

Meeting Date	'Cyclical' Agenda Items		Additional/Commissioned Agenda Items	
	Item	Notes	Item	Notes
6 December 2017	<ul style="list-style-type: none"> • Annual Audit Letter from Ernst & Young • Internal Audit Progress Report • Audit and Governance Action Plan Monitoring • Review of 'Monitored Policies' • Report on Registration of Interests and Gifts/Hospitality • Review of the Audit and Standards Committee Effectiveness • Corporate Risk Register • Statement of Assurance • Work Programme 2017/18 			

Meeting Date	'Cyclical' Agenda Items		Additional/Commissioned Agenda Items	
	Item	Notes	Item	Notes
28 March 2018	<ul style="list-style-type: none"> • External Audit Plan 2017/18 (Ernst & Young) • Annual Audit Fees 2018-19 • Internal Audit Progress Report (RSM) • Internal Audit Strategy 2018/19 to 2020/21 (RSM) • Audit and Governance Action Plan Monitoring • Update to the Authority's Financial Regs (Bi-annual review) • Annual Review of the Fire Authority's Effectiveness • Corporate Risk Register and Review of Corporate Risk Management • Review of Work Programme 2017/18 			

Meeting Date	'Cyclical' Agenda Items		Additional/Commissioned Agenda Items	
	Item	Notes	Item	Notes
TBC June/July 2018	<ul style="list-style-type: none"> • Appoint Vice Chair • Review of Terms of Reference • Annual Audit Fees 2018/19 • Draft Annual Governance Statement and Action Plan (2017/18) • Draft Summary of Statement of Accounts (2017/18) TBC • Internal Audit Annual Report 2017/18 (RSM) • Internal Audit Progress Report 2017/18 (RSM) • Audit Annual Report 2017/18 (& Opinion) (RSM) • New Internal Audit Report (Governance) • Audit and Governance Action Plan Monitoring • Review of Code of Conduct and Annual Report on Standards including Complaints • Corporate Risk Register • Work Programme 2018/19 	TBC		

Recommended Future Items for Consideration for Audit and Standards Committee

Review of Partnerships		Discussed at Audit and Standards Meeting held 8 December 2016
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