

For Publication

Bedfordshire Fire and Rescue Authority
Audit and Standards Committee
14 March 2019
Item No. 12

REPORT AUTHOR: CHIEF FIRE OFFICER

SUBJECT: WORK PROGRAMME 2018/19

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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 2018/19 and to provide Members with an opportunity to request additional reports for the Audit and Standards Committee meetings for 2019/20.

RECOMMENDATION:

That Members consider the work programme for 2018/19 and note the 'cyclical' Agenda Items for each meeting in 2019/20.

**PAUL FULLER CBE QFSM MStJ DL
CHIEF FIRE OFFICER**

AUDIT AND STANDARDS COMMITTEE - PROGRAMME OF WORK 2018/19

Meeting Date	'Cyclical' Agenda Items		Additional/Commissioned Agenda Items	
	Item	Notes	Item	Notes
14 March 2019	<ul style="list-style-type: none"> • External Audit Plan 2018/19 (Ernst & Young) • Internal Audit Progress Report (RSM) • Internal Audit Strategy 2019/20 to 2021/22 (RSM) • Audit and Governance Action Plan Monitoring • Update to the Authority's Financial Regs (Biennial review) (<i>due 2019</i>) • Annual Review of the Fire Authority's Effectiveness * • Annual Review of entire Corporate Risk Register • Review of Work Programme 2018/19 		E&Y Quality Assurance Processes	<p>Resolved (06.12.18) to receive a report from E&Y at a future meeting.</p> <p>* Agreed to defer for 2018/19</p>

AUDIT AND STANDARDS COMMITTEE - PROGRAMME OF WORK 2019/20

Meeting Date	‘Cyclical’ Agenda Items		Additional/Commissioned Agenda Items	
	Item	Notes	Item	Notes
10 July 2019	<ul style="list-style-type: none"> • Election of Vice Chair • Review of Terms of Reference • Annual Audit Fees 2019/20 • Internal Audit Annual Report 2018/19 (RSM) • Internal Audit Progress Report 2018/19 (RSM) • Audit Results Report (E&Y) (Results of 2018/19 audit including any matters outstanding) • Draft 2018/19 Annual Governance Statement, Statement of Accounts and Letter of Representation • Audit and Governance Action Plan Monitoring • Review of Code of Conduct and Annual Report on Standards • Corporate Risk Register • Work Programme 2019/20 			

AUDIT AND STANDARDS COMMITTEE - PROGRAMME OF WORK 2019/20

Meeting Date	'Cyclical' Agenda Items		Additional/Commissioned Agenda Items	
	Item	Notes	Item	Notes
XX Sept 2019	<ul style="list-style-type: none"> • Internal Audit Progress Report • External Audit Progress Report • Audit and Governance Action Plan Monitoring • Review of the Fire Authority's Effectiveness • Corporate Risk Register • Work Programme 2019/20 			

AUDIT AND STANDARDS COMMITTEE - PROGRAMME OF WORK 2019/20

Meeting Date	‘Cyclical’ Agenda Items		Additional/Commissioned Agenda Items	
	Item	Notes	Item	Notes
X December 2019	<ul style="list-style-type: none"> • 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 (2019/20 and then bi-annual) • Corporate Risk Register • Statement of Assurance • Work Programme 2019/20 • Annual Review of the Effectiveness of the Internal Audit Arrangements 			