

PART ONE

ITEM 19

To: Joint Audit Committee
Date: 31st March 2015
By: Ian Perkin, Treasurer
Title: Work Programme 2015/16

1).Purpose of Report/Issue:

The Joint Independent Audit Committee Work Programme for 2015/16 is outlined below. The Committee is asked to review the work plan and comment if it believes that any further changes to the plan are required.

Introduction

1. This report outlines a proposed draft work programme for the Joint Independent Committee for the next twelve months. It reflects the recommendations of the Committee's Self-Assessment Review, regarding the items that should be included on future Committee meeting agendas and the frequency with which each of those items should be considered.

Recommendation

2. The Committee is asked to approve the work programme for 2015/16
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June 2015	<ul style="list-style-type: none"> • Internal Audit End of Year Report • Review of Internal Audit Arrangements for Surrey/Sussex Collaborative Services • External Audit Fees Letter • Progress report on producing the Annual Governance Statements and Financial Accounts for 2014/15 • Annual Treasury Management Governance Report • Surrey County Council Treasury Management Internal Audit Report • Monitoring of audit and inspection recommendations • Report on OPCC Partnership Working • Report on Risk Register Changes • Bad Debt Write-off Report • Review of Register of Gifts
September 2015	<ul style="list-style-type: none"> • Annual Governance Statement and Financial Statements for 2014/15 • External Audit Annual Governance Report • Police and Crime Commissioner Expenses • Chief Constable Expenses • Any Other Matters to be raised with the internal auditors (includes responses to IA recommendations) • Monitoring of audit and inspection recommendations • Collaboration Update • Report on Risk Register Changes
December 2015	<ul style="list-style-type: none"> • Internal Audit Progress Report • External Audit Management Letter • Gifts and Hospitality • Force Risks – high level and shared risks • Monitoring of audit and inspection recommendations • OPCC Risk Register and Assurance Framework Annual Review • Force Risk Register Annual Review • Whistle-blowing – annual comprehensive report on how the Force deals with all aspects of whistle-blowing (not just the anonymous reporting system) including examples of cases. • Whistle- blowing – OPCC Annual Report • Report on Sponsorship Strategy • Contract Waiver Report • Review of Gifts to Third Parties

March 2016	<ul style="list-style-type: none"> • Internal Audit Plan for 2016/17 • External Audit Plan for 2015/16 – including timetable • External Audit Fees • Audit Committee Annual Self-Assessment Review • Annual Review of Risk Management Arrangements • Annual Review of Work Programme • Any Other Matters to be raised with the internal auditors (including responses to Internal Audit Recommendations) • Monitoring of audit and inspection recommendations • OPCC Risk Register and Assurance Framework Work Programme • People Paper: (Equality, Policies, Survey Results, Culture, Ethics) • Report On Grants To Third Parties. • Collaboration Update • Annual JAC Attendance Record • Annual Governance Review • Private Meeting with Internal & External Auditors • Report on Risk Register Changes