

## PROPOSED WORK PROGRAMME FOR THE AUDIT COMMITTEE - 2018/19

Meeting Date and Time	Name of Report	Report Author	Deadline for KPMG and SWAP	Deadline for submission of internal reports	Legal publication date
6 February 2019 10am	Q3 IA report	SWAP			
	Grant Certification Report 2018/19	Deloitte			

17 April 2019 10 am	Q4 IA report	SWAP			
	External Audit Plan	Deloitte			
	Accounting Policies	Finance			
	Draft AGS	Ian Gibbons			

24 July 2019 10am	Report to those charged with Governance (ISA 260) 2017/2018	KPMG			
	Statement of Accounts	Ian Duncan			
	IA annual report 2018/2019	SWAP			

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	Q1 IA Report	SWAP			
	Annual Governance Statement	Ian Gibbons			
	Appointment of a member to the Constitution Focus Group	Chair			
	Pension Assurance on accounts	Pension Fund			

	Training – Why bother with internal audit	Dave Hill SWAP			
Wednesday 14 November 2018 10am	Q2 IA report	SWAP			
	Risk and Performance Management	Britton	Chairs Announcement		
	External audit update	Deloitte			
	Finance Director Recruitment Update				
	5 Year History of Reserves	Tiller			
	30 min add on – not part of formal meeting – Confidential meeting with external auditors (annually)				

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### AUDIT CONTACTS

**Finance:** Becky Hellard – Interim Assoc. Matthew Tiller – Chief Accountant

**Legal:** Ian Gibbons – Associate Director, Legal & Governance

**Corporate Office:** Robin Townsend – Associate Director, Corporate Function, Procurement and Programme Office

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