



Haringey Council

Agenda item:

[No.]

Audit Committee

On 24 June 2008

Report Title: **Audit Committee – annual work plan**

Forward Plan reference number (if applicable): **N/A**

Report of: **Head of Audit and Risk Management**

Wards(s) affected: **All**

Report for: **Non-key decision**

1. Purpose

1.1 To inform Members of the Committee's proposed annual work plan for the 2008/09 municipal year.

2. Recommendations

2.1 That the Audit Committee approves the annual work plan for 2008/09 and makes recommendations to include any further reports or pieces of work which Members consider appropriate.

Report Authorised by: **Chief Financial Officer**

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3. Local Government (Access to Information) Act 1985

3.1 List of background documents:

The following background documents were used in production of this report:

- Please contact the Head of Audit and Risk Management for details of the background papers used in the production of this report.

4. Background

- 4.1 At the Audit Committee in October 2007, a report provided details of the how the committee would respond to the recommendations in the IPF Toolkit and the Audit Commission's Use of Resources report, which highlighted the need to review Haringey's audit committee and its effectiveness.
- 4.2 Feedback and input from Members was used as part of the review which was completed, in order to provide a framework for the future development and increased effectiveness of the Audit Committee.
- 4.3 Members wanted to ensure that the Audit Committee was a useful tool for the council and that this opportunity to improve effectiveness was used to enable members to become more informed of, and therefore engaged with, the work of the committee.

5. Audit Committee annual work plan

- 5.1 In respect of the Audit Committee's work plan, Members' feedback was:
- Wanted a clear timetable and agenda for the Committee in advance, and possibly re-issued throughout the year as changes or new items occurred;
 - Wanted the timetable and agenda to identify whether the agenda items were statutory/best practice/ad hoc;
 - Consider structuring the agenda to match the nature of the items (statutory/ best practice/ ad hoc);
 - Consider using more informal meetings (as suggested by the Toolkit), or working groups in between the formal Audit Committee meetings if ad hoc pieces of work were identified during the course of the year; and
 - Publicise the work of the audit committee in addition to the annual report to full council.
- 5.2 In response to the feedback, a draft annual work plan for 2008/09 is provided for information at Appendix A. This includes details of all regular progress and other reports which are currently known. The work plan will be revised and re-issued if and when further pieces of work or ad hoc reports are required.
- 5.3 Members are asked to review the work plan and recommend any further reports and/or pieces of work which they consider appropriate.

Appendix A

Audit Committee – 2008/09 Draft Timetable and Agenda

Date of Committee Meeting	Internal Audit agenda item	Other service agenda item	Statutory S)/ Best Practice (BP)/ Ad hoc (AH)
24 June 2008	Annual Internal Audit Report and Head of Audit Opinion		BP
	Audit Committee – revised Terms of Reference		BP
	Audit Committee – draft annual work plan		BP
	Internal audit – revised reporting template		AH
22 July 2008	Internal audit - 1 st quarter progress report		BP
	Risk Management – update		BP
	Anti-fraud and corruption strategy – revised corporate strategy and whistle-blowing policy		AH
	Corporate Anti-money Laundering policy – revised policy and procedures		AH
	Audit Committee – Report to Full Council on the work of the committee in 2007/08		BP
		External Audit – progress report	BP
		Housing Benefits – 1 st quarter progress report on counter fraud activity	BP
28 October 2008	Internal audit - 2 nd quarter progress report		BP
	Risk Management – update		BP
	Risk Management – update and review of corporate risk register		BP
		External Audit – progress report	BP
		Housing Benefits – 3 rd quarter progress report on counter	

Audit Committee – 2008/09 Draft Timetable and Agenda

Date of Committee Meeting	Internal Audit agenda item	Other service agenda item	Statutory S)/ Best Practice (BP)/ Ad hoc (AH)
		fraud activity	BP
3 February 2009	Internal audit - 3 rd quarter progress report		BP
	Risk Management – update		BP
		External Audit – Use of Resources auditor judgements	S
		Chief Financial Officer – Use of Resources action plan	BP
		Housing Benefits – 3 rd quarter progress report on counter fraud activity	BP
23 April 2009	Internal audit - 4 th quarter progress report		BP
	Annual Internal Audit Plan and internal audit strategy		BP
	Draft Annual Governance Statement and supporting evidence		S
	Risk Management – update and review of corporate risk register		BP
	Internal audit - Annual review of effectiveness (peer review)		BP
		External Audit – Annual audit & inspection letter	S
		External Audit – progress report	BP
		Housing Benefits – 4 th quarter progress report on counter fraud activity	BP