

Appendix 1 – Audit Committee Development Plan

No.	Issue arising	Proposed action	Lead responsibility	By (date):	Comment
Role of Audit Committee					
1.	Overview of Role of Audit Committee	Overview of Key areas of Governance, Risk and Control Role of Internal and External Audit and Role of Members	Chair of the AC, but facilitated by Vice Chair /Grant Thornton	June 2017	On Track
Audit Committee Effectiveness					
2.	Using CIPFA practical guidance for Audit Committees	Hold effectiveness sessions during 16/17 and 17/18. Identify Members Skills and Expertise and any training requirements or support requirements.	Chair of the AC, but facilitated by Vice Chair /Grant Thornton	June 2017	On Track
3.	Increasing the impact of the Audit Committee and the understanding of the role the committee plays in the internal control framework.	Annual Report to the Council November 2016	Chair of the AC	November 2016	Complete
4.	To aid Committee effectiveness and manage business members agreed that a review forum be introduced.	Develop review protocol and timetable.	Chief Internal Auditor	March 2017	Off Track
Delivering impact					
5.	Sharepoint Overview	Deliver sharepoint overview session for members	Chief Internal Auditor	Rescheduled June 2017	Off Track
6.	Ensuring that the Audit Committee can comment on the scope and coverage of internal audit to meet their assurance requirements	IA to prepare indicative 2017-18 annual audit plan for December Audit Committee meeting to ensure that Audit Committee members have the opportunity to comment on the plan.	Chief Internal Auditor	December 2016	On Track