

Subject: Work Programme for the Audit Panel 2013/14

Report to: Audit Panel

Report of: Executive Director of Secretariat

Date: 17 December 2013

This report will be considered in public

1. Summary

- 1.1 The Audit Panel is requested to approve its draft work programme for 2013/14. The Panel receives an update on its work programme at each meeting.

2. Recommendation

- 2.1 **That the Panel approves its work programme for the remainder of the 2013/14 Assembly year and identifies any additional issues it wishes to consider at future meetings.**

3. Background

- 3.1 The Panel was established in line with the CIPFA (the Chartered Institute of Public Finance and Accountancy) guidance recommending the establishment of audit committees. The Audit Panel's terms of reference, as agreed at the Annual Meeting of the Assembly on 1 May 2013, are as follows:
1. The Audit Panel will be concerned with ensuring the security of and monitoring of financial systems, ensuring that there is an anti-fraud culture, and promoting probity and good practice within the core GLA.
 2. To liaise with the external auditors over their annual programme and, with the Mayor as appropriate, to approve the annual internal audit programme.
 3. To deal as appropriate with matters raised by the external auditors' management letters and reports and, where a report is made in respect of the GLA, to make recommendations to the Assembly at the meeting at which the report is to be formally considered in the presence of the Mayor in accordance with Schedule 8 in the 1999 Act.

4. To deal as appropriate with matters arising from the internal auditors' reports and to comment to the Mayor on matters relevant to his/her responsibilities.
5. To review the GLA's Risk Management Policy and comment to the Mayor as appropriate.

4. Issues for Consideration

- 4.1 The Panel meets four times per year to receive and comment upon a range of reports, including:
 - internal audit reports;
 - external audit reports;
 - the GLA Expenses and Benefits Framework;
 - the GLA's Anti-Fraud and Corruption Strategy, Policy and Response Plan;
 - future audit arrangements;
 - GLA Risk Management Framework;
 - the Annual Governance Statement;
 - monitoring of expenses – Mayor, Elected Members and Senior Staff;
 - register of gifts and hospitality – Mayor and Assembly Members;
 - register of gifts and hospitality – senior staff; and
 - Annual Report of the Monitoring Officer regarding the complaints against elected Members with which he has dealt.
- 4.2 CIPFA stresses that audit committees have a key role in corporate governance and should be clearly integrated into an authority's governance framework. An audit committee should be able to improve corporate focus on the issues arising from risk management, internal control and reporting. In the past year the Audit Panel has considered reports on the Annual Governance Statement and it will continue to play an active part in corporate governance in the future.
- 4.3 The table set out below sets out the business for the remaining meetings of the Panel in the 2013/14 Assembly year.

Date of meeting	Agenda Items
20 March 2014	<p>External Audit Reports - <i>Audit Plan 2014/15</i>;</p> <p>Internal Audit Reports - <i>Internal audits</i> Energy and Environmental Policy Development; ICT Incident and Problem Management; GLA Recruitment Framework; Precepting Control Framework; Financial Control Framework; Sickness Monitoring and Control/ Attendance Management; Creditor Payments; Debtors Control; Payroll</p> <p>- <i>Follow-up Audits</i> External Grants Control Framework; Estate Strategy and Management of Assets; Mayor's Mentoring Programme; Risk Management; External Grant Funding – European Programmes Gifts and Hospitality</p> <p>- <i>Progress Report</i> - <i>Draft Internal Audit Plan 2014/15</i>;</p> <p>Draft Annual Governance Statement Monitoring of Expenses and Taxable Benefits – Mayor, Elected Members and Senior Staff; Register of Gifts and Hospitality – Mayor and Assembly Members; Register of Gifts and Hospitality – senior staff; Annual Report of the Monitoring Officer regarding the complaints against elected Members with which he has dealt; and Work Programme for the Audit Panel for 2014/15.</p>

5. Legal Implications

- 5.1 The Assembly has the power to establish committees to discharge its functions, and the Audit Panel is one such committee. The work programme is in accordance with the Panel's terms of reference, as agreed by the Assembly at its Annual Meeting on 1 May 2013.

6. Financial Implications

- 6.1 There are no financial implications for the purposes of this report.

List of appendices to this report: None.

Local Government (Access to Information) Act 1985

List of Background Papers: There are none

Contact Officers: Laura Pelling, Committee Officer

Telephone: 020 7983 5526

E-mail: laura.pelling@london.gov.uk