

Audit Committee Self-Assessment Action Plan

March 2018

Ref	Action	Target Date
1.	<p>Communications Plan</p> <p>Develop a Communications Plan for the Audit Committee.</p>	June 2018
2.	<p>Terms of Reference</p> <p>Consider modifying the Audit Committee terms of reference to be up to date with the best practice CIPFA template.</p>	June 2018
3.	<p>'Wider Functions' Review</p> <p>Review the 'wider functions' of an Audit Committee from the revised CIPFA guidance.</p>	January 2019
4.	<p>Audit Committee Induction</p> <p>Provide new Audit Committee Members with the best practice CIPFA guidance on the role of Audit Committees as part of the induction process.</p>	March 2018 - onwards
5.	<p>Chair's External Engagement</p> <p>Consider the external engagement activities available to the Chair of the Audit Committee to discuss assurance themes and emerging issues on a regional basis.</p>	September 2018
6.	<p>Knowledge and Skills Assessment</p> <p>Trial the CIPFA 'Audit Committee Members – Knowledge and Skills Framework'.</p>	January 2019
7.	<p>Assurance Map</p> <p>Consider the Internal Audit 'Assurance Map' as part of the Internal Audit Progress Report item.</p>	June 2018
8.	<p>Value for Money Assurance</p> <p>Audit Committee to be proactive in seeking assurance on value for money when Directors attend committee meetings.</p>	March 2018