

12 January 2016 at 7.00 pm

Conference Room, Argyle Road, Sevenoaks
Despatched: 04.01.16



Audit COMMITTEE

At the above stated meeting the attached documents were tabled for the following item:

	Pages	Contact
10. Internal Audit Charter	(Pages 1 - 2)	Bami Cole Tel: 01732 227236

If you wish to obtain further factual information on any of the agenda items listed above, please contact the named officer prior to the day of the meeting.

Should you need this agenda or any of the reports in a different format, or have any other queries concerning this agenda or the meeting please contact Democratic Services on 01732 227247 or democratic.services@sevenoaks.gov.uk.

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INTERNAL AUDIT CHARTER ISSUES and DETAILS OF AMENDMENTS

	Issues Raised By PWC	Amendments to Relevant Sections Within The Revised Audit Charter
a	A single Audit Charter is in place covering both Councils in the shared service. The role of internal audit and reporting lines are different in each Council, therefore separate Audit Charter should be created. Each charter should also clearly define the 'board', 'senior management' and who the CAE is in each Authority.	Para 5 Organisation (pages 64-65)
b	Further detail should be included on work undertaken outside the audit programme and independence outside the audit programme and independence safeguards in place to maintain auditor independence.	Paras 6 & 9 – Independence and Objectivity (Pages 65 to 66); Arrangements for Undertaking Work Outside the Annual Audit Programme (Pages 65 & 68)
C	The PSIAS state that the Charter should define the role of internal audit fraud related work; this is not captured in the Charter at present.	Para 8 Relationship with Anti-Fraud Activity (Page 67)
d	Reporting in place, including the annual summary report be noted in the Charter.	Para 11 – Reporting and monitoring (pages 68-69)

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