



## AGENDA NO: 16

### INDEPENDENT AUDIT COMMITTEE – 23 JULY 2019

### FUTURE DATES FOR THE AUDIT COMMITTEE

### REPORT BY KAREN JAMES

### PURPOSE OF THE REPORT

*The purpose of this report is to detail the proposed dates for the Audit Committee in 2020 and to propose a change in the regularity of the committee meetings.*

#### 1. INTRODUCTION

- 1.1 Historically audit committee dates have fallen in March, June, September and December each year.
- 1.2 This cycle fitted the requirements for the production and publication of the accounts, at that time for the audit accounts to be published in September each year.
- 1.3 From 2019 the publication of the audited accounts has moved from September to July each year. This change has caused some realignment of committee dates and shortened the timescales between the July and September Committee meetings. This period of time also coincides with increased operational requirements and the pressures of the summer holidays on officer time to produce the necessary papers.

#### 2. PROSED COMMITTEE DATES FROM 2020

- 2.1 It is proposed that from 2020 the Audit Committee meetings fall in the following months and at dates as shown:

April 2020 (7<sup>th</sup>)

July 2020 (29<sup>th</sup>)

October 2020 (late)

January. 2021 (late)

- 2.2 If agreed suitable dates will be found for the October and January meetings. The meetings would continue to alternate between each Force.
- 2.3 Due to diary commitments of key attendees of the Committee it is proposed that the committee dates for 2019 remain unchanged.

### **3. CONCLUSION**

- 3.1 Moving the committee dates facilitates the revised timetable for the audit and publication of the accounts. It also creates space between meetings for the production of papers for the committee and ongoing change in each Force to be captured and reported at more regular intervals.

### **4. RECOMMENDATIONS**

- 4.1 It is recommended that the committee agree the following:
  - a) That future meetings will be held in April, July, October and January each year
  - b) To note the dates for the April and July 2020 meetings.
  - c) Meetings will continue to alternate in location between Devon and Cornwall and Dorset

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