

ARG Committee Work Plan 2018/19		Meeting Date					
Task Name		Sep-18	Dec-18	Mar-19	Jun-19	Is this an ongoing item?	Comments
1. Financial Reporting and External Audit							
	1.1 Quarterly Budget Reviews					Ongoing	
	1.2 Review Annual Financial Statements and meet with external auditor to: -invite presentation of audit methodology -discuss any qualifications raised in the most recent audit or comments made in the accompanying management letter -assess the appropriateness of the Town's response to matters so raised -invite comment on the financial systems and affairs of the Town having regard to comparable benchmarks						To be done by November 2018.
	1.3 Other areas of accounting treatment as identified or requested, that have a material impact on reported financial performance e.g. depreciation methodology, overhead calculation methodology, asset accounting policies and procedures etc					Ongoing	Ongoing reviews through policy and procedure reviews, asset re-evaluations etc.
	1.4 Review all Audit Outcomes (legislative or non-legislative audits) as required					Ongoing	As per 7.5.2 of the TOR.
2. Risk Management, Internal Controls, Legislative Compliance and Internal Audit							
	2.1 Consider and review the Town's register of risks derived from Council decisions and risk management framework					Ongoing	
	2.2 Develop and implement an Internal Audit Policy / Framework						
	2.3 Regulation 17 (Audit Regulations) Review on Systems and Procedures for Risk, Internal Controls and Legislative Compliance	N/A	N/A	N/A	N/A		Bi-annual. Last presented to ARG Committee in March 2018. Not required for this financial year.
	2.4 Quarterly Audit Recommendation Updates						
	2.5 Compliance Audit Return						Regulation 15(1) of the LG (Audit) Regulations.
	2.6 Risk Management Framework						
	2.7 Legislative Compliance Calendar						
	2.8 Internal Audit Plan 2018						
3. Other Matters							
	3.1 Committee Members to attend workshops on their roles, functions and expectations					Ongoing	
	3.2 Review Terms of Reference						As per 7.9.2 - TOR are to be reviewed annually. Last reviewed in November 2017.
	3.3 Review / adopt work program for the financial year						
	3.4 Consider any other matters within the Terms of Reference of the Committee					Ongoing	
	3.5 Quarterly Funding and Donations update						
	3.6 Quarterly Status of the ARG Committee's Endorsements to Council & Council Decision Risk Register						
	3.7 Committee Member appointment	N/A	N/A	N/A	N/A		Not required. Only required in an election year.