

Report to: Audit and Risk Committee
Agenda item: 7
Date: 12 November 2015
Subject: DfT Management Assurance Requirements
For: Discussion and Noting

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As in previous years the Authority is required to submit a Management Assurance Return to the DfT as at the 31 December 2015 and as at the 31 March 2016. The nine month return is due to be submitted by the 20 February 2016 and will require both the Committee's and Accounting Officer sign off. Due to the current meeting cycle the Committee's approval will need to be sought out of committee.

Due the recent concerns and issues that have been identified through the year the Committee needs to decide on when would be most beneficial for Internal Audit to review the MAR submission, either before the nine month submission or before the end of year submission. Consideration will also need to be given as to when Internal Audit will have capacity to carry out this review.

1. Timetable

9 Month return (1 April 15- 31 Dec 15)	Due 20 Feb 2016
12 Month return (1 April 15 – 31 Mar 16)	Due 17 April 2016