

NORTH YORKSHIRE COUNTY COUNCIL

AUDIT COMMITTEE

19 April 2012

PROGRAMME OF WORK

Report of the Corporate Director – Finance and Central Services

1.0 PURPOSE OF THE REPORT

- 1.1 To review the Programme of Work for 2012/13.

2.0 BACKGROUND

- 2.1 The Annual Work Programme is based on four meetings per annum plus one (in June) to consider the draft Statement of Final Accounts (SOFA). Although the formal requirement for the SOFA to be approved at the June meeting has now gone, it has been agreed that the Committee continues to review the draft SOFA at that June meeting; if not, the only opportunity the Committee will have to raise questions, etc, about the SOFA will be at the formal approval stage in September (ie when the External Auditor presents the results of his audit).

3.0 PROGRAMME 2012/13

- 3.1 This is the first meeting in the 2012/13 cycle. The Programme (attached as **Appendix A**) records the items to be considered by the Committee at the 5 meetings planned for the coming year.
- 3.2 There will, in all probability, be a need to amend the Programme as the year progresses. Each Agenda therefore includes this item as a standard report.

5.0 **RECOMMENDATION**

5.1 That Members note the Programme of Work for 2012/13.

JOHN MOORE
Corporate Director – Finance and Central Services

County Hall
Northallerton

10 April 2012

Background documents: None

AUDIT COMMITTEE - PROGRAMME OF WORK 2012 / 13

	ANNUAL WORKPLAN	A / B	APR 12	MAY 12	JUNE 12	JUL/AUG 12	SEPT 12	OCT/NOV 12	DEC 12	JAN 13	FEB 13	MARCH/ 13
A	Audit Committee Agenda Items											
	Training for Members (as necessary)	⊙			⊙ 1		⊙ 2		⊙ 3			⊙ 4
	Annual Internal Audit Plan 2012/13	X	*									*
	Annual report of Head of Internal Audit 2011/12	Y			*							
	Discussion with CIA on 1to1 basis	⊙			⊙							
	Progress Report on Annual Internal Audit Plan 2012/13	Y			*		*		*			*
	Internal Audit report on Children and YP's Service	Y	*									
	Internal Audit report on Computer Audit	Y					*					
	Internal Audit report on Health and Adult Services	Y					*					
	Internal Audit report on BES	Y							*			
	Internal Audit report on Corporate Themes	Y										*
	Internal Audit report on Chief Executive's Group	Y										*
	Internal Audit report on Contracts	Y										*
Internal Audit report on Finance & Central Services and Material Systems	Y										*	
B	Annual Audit Fee Letter 2012/13	X					*					
	Annual Audit Plan 2011/12 (NYCC & NYPF)	X			*							
	Annual Report / Letter of the External Auditor 2011/12	Y					*		*			
	Audit Commission – Quality Review	Y					*					
	Annual Grant Letter	Y										*
Discussion with External Auditor on 1-to-1 basis	⊙	⊙										⊙
C	Statement of Final Accounts 2011/12 including AGS (NYCC + NYPF)	X			*		*					
	Letter of Representation	X					*					
	Chairman's Annual Report	X					*					
	Effectiveness of Audit Committee/Internal Audit System/Improvement Plan	X	*		*		*					
	Changes in Accounting Policies	X							*			
	Corporate Governance – review of Local Code + AGS (exc S.6)	X	*									*
	– progress report inc re AGS	Y							*			
	– Assurance mapping	Y							*			
	Risk Management (inc Corporate R/R) – progress report	Y	*					*				
	Partnership Governance – progress report	Y							*			
	Information Governance – progress report	Y	*						*			
	Review of Finance./Contract/Property Procedure Rules	X	*						*			
	Service Continuity Planning	Y			*				*			
	Counter Fraud	Y										*
	Veritau – progress report	Y						*				
Treasury Management – Executive February 2013	X										*	
– Revised TMPs	X						*					
D	Work Programme	Y	*		*		*		*			*
	Progress on issues raised by the Committee (inc Treasury Management)	Y	*		*		*		*			*
E	Agenda planning / briefing meeting		4/4 (1:30pm)		13/6 (1:30pm)		5/9 (1:30pm)		21/11 (1:30pm)			21/2 (1:30pm)
	Audit Committee Agenda/Reports deadline		10/4		19/6		18/9		27/11			16/2
	Audit Committee Meeting Dates		19/4		28/6		27/9		6/12			7/3

- A = Internal Audit
- B = External Audit
- C = Statement of Final Accounts / Governance
- D = Other
- E = Dates
- X = Policy / Planning / Regulatory items
- Y = Monitoring of Progress / Performance items
- ⊙ = before formal meeting
- 1 = Fraud II
- 2 = To be determined
- 3 =
- * = scheduled dates for reports
- x / = follow-up reports requested by Committee

APPENDIX A