

AUDIT COMMITTEE - PROGRAMME OF WORK 2012 / 13

	ANNUAL WORKPLAN	A / B	JAN 13	FEB 13	MARCH 13	APRIL 13	MAY 13	JUNE 13	JULY 13	AUG 13	SEPT 13	
A	Audit Committee Agenda Items											
	Training for Members (as necessary)	⊙			⊙ 5	⊙ 5		⊙ 5			⊙ 5	
	Annual Internal Audit Plan 2013/14	X			x							
	Annual report of Head of Internal Audit 2012/13	Y						x				
	Discussion with CIA on 1to1 basis	⊙										
	Progress Report on Annual Internal Audit Plan 2012/13	Y			x			x			x	
	Internal Audit report on Children and YP's Service	Y				x					x	
	Internal Audit report on Computer Audit	Y									x	
	Internal Audit report on Health and Adult Services	Y									x	
	Internal Audit report on BES	Y									x	
	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									x
Annual Audit Plan 2012/13 (NYCC & NYPF)		X									x	
Annual Report / Letter of the External Auditor 2012/13		Y						x			x	
Annual Grant Letter		Y										
Discussion with External Auditor on 1-to-1 basis		⊙			⊙							
Statement of Final Accounts 2012/13 including AGS (NYCC + NYPF)		X							*		x	
Letter of Representation		X									x	
Chairman's Annual Report		X									x	
Effectiveness of Audit Committee/Internal Audit System		X										
Changes in Accounting Policies		X										
C		Corporate Governance – review of Local Code + AGS (exc S.6)	X						x			
		– progress report inc re AGS	Y									
		– Assurance mapping	Y									
		Risk Management (inc Corporate R/R) – progress report	Y						x			
		Partnership Governance – progress report	Y									
	Information Governance – progress report	Y										
	Review of Finance/Contract/Property Procedure Rules (To be advised)	X									x	
	Service Continuity Planning	Y										
	Counter Fraud	Y										
	Veritau – progress report	Y										
	Treasury Management – Executive February 2013	X										
	– Revised TMPs	X										
	VFM Review											
	Work Programme	Y										
	Progress on issues raised by the Committee (inc Treasury Management)	Y										
D	Agenda planning / briefing meeting				21/2 (2.00pm)	03/04 (2.00pm)		12/06 (2.00pm)			11/09 (2.00pm)	
	Audit Committee Agenda/Reports deadline				22/2	05/04		14/06	05/07		13/09	
	Audit Committee Meeting Dates				7/3	18/04		27/06	18/7		26/09	
E	Internal Audit	X										
	External Audit	Y										
	Statement of Final Accounts / Governance											
	Other											
	Dates											

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 One Council
 3 Corporate Director – Strategic Resources
 4 Budget Update
 5. To be determined
 * scheduled dates for reports
 x / follow-up reports requested by Committee