

AUDIT COMMITTEE - PROGRAMME OF WORK 2013 / 14

ANNUAL WORKPLAN		A / B	JUNE 13	JULY 13	SEPT 13	DEC 13	MARCH 14					
Audit Committee Agenda Items												
A	Training for Members (as necessary)	⊙	⊙ 6		⊙ 5							
	Annual Internal Audit Plan 2013/14	X										
	Annual report of Head of Internal Audit 2012/13	Y	x									
	Public Sector Internal Audit Standards	⊙				x						
	Progress Report on Annual Internal Audit Plan 2012/13	Y	x		x							
	Internal Audit report on Children and YP's Service	Y										
	Internal Audit report on Computer Audit	Y			x							
	Internal Audit report on Health and Adult Services	Y			x							
	Internal Audit report on BES	Y										
	Internal Audit report on Corporate Themes	Y										
Internal Audit report on Central Services	Y											
Internal Audit report on Contracts	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	⊙										
C	Statement of Final Accounts 2012/13 including AGS (NYCC + NYPF)	X		x	x							
	Letter of Representation	X			x							
	Chairman's Annual Report	X			x							
	Effectiveness of Audit Committee/Internal Audit System	X	x									
	Changes in Accounting Policies	X										
	Corporate Governance – review of Local Code + AGS	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				x						
	Information Governance – progress report	Y										
	Review of Finance/Contract/Property Procedure Rules	X		x			x					
	Service Continuity Planning	Y										
	Counter Fraud	Y										
	Veritau – progress report	Y				x						
	Treasury Management – Executive February 2013	X										
	– Revised TMPs	X										
VFM Review												
D	Work Programme	Y	x		x							
	Progress on issues raised by the Committee (inc Treasury Management)	Y	x		x							
E	Agenda planning / briefing meeting		12/06 (2.00pm)		11/09 (2.00pm)							
	Audit Committee Agenda/Reports deadline		14/06	05/07	13/09	20/11	21/2					
Audit Committee Meeting Dates			27/06	18/7	26/09	05/12	06/03					

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 Head of Internal Audit
 6 Procurement
x scheduled dates for reports
x / follow-up reports requested by Committee