

AUDIT COMMITTEE - PROGRAMME OF WORK 2013 / 14

ANNUAL WORKPLAN		A / B	DEC 13	MARCH 14	APRIL 14	JUNE 14	JULY 14	SEPT 14	DEC 14	
Audit Committee Agenda Items										
A	Training for Members (as necessary)	○	TBA	TBA	TBA	TBA	TBA	TBA	TBA	
	Annual Internal Audit Plan 2014/15	X			x					
	Annual report of Head of Internal Audit 2013/14	Y				x				
	Public Sector Internal Audit Standards	○	x							
	Progress Report on Annual Internal Audit Plan 2013/14	Y	x	x		x				
	Internal Audit report on Children and YP's Service	Y			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	x							
B	Internal Audit report on Central Services	Y		x						
	Internal Audit report on Contracts	Y		x						
	Annual Audit Fee Letter	X				x				
	Annual Audit Plan 2012/13 (NYCC & NYPF)	X				x				
	Annual Report / Letter of the External Auditor	Y						x		
	Annual Grant Letter	Y		x						
	Discussion with External Auditor on 1-to-1 basis	○		○						
	C	Statement of Final Accounts 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		x				
Changes in Accounting Policies		X	TBA							
Corporate Governance – review of Local Code + AGS		X				x				
– progress report inc re AGS		Y				x				
Risk Management (inc Corporate R/R) – progress report		Y				x				
Partnership Governance – progress report		Y						x		
Information Governance – progress report		Y	x							
Review of Finance,/Contract/Property Procedure Rules		X	x							
Service Continuity Planning		Y				x				
Audit Committee Terms of Reference		Y	x							
Counter Fraud		Y		x						
Veritau – progress report		Y								
Treasury Management – Executive February 2013		X		x						
– Revised TMPs		X		TBA						
VFM Review						x				
D	Work Programme	Y	x	x	x	x	x	x	x	
	Progress on issues raised by the Committee (inc Treasury Management)	Y	x	x	x	x	x	x	x	
E	Agenda planning / briefing meeting									
	Audit Committee Agenda/Reports deadline		20/11	21/2	07/04					
Audit Committee Meeting Dates			05/12	06/03	17/04					

- 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