

AUDIT COMMITTEE - PROGRAMME OF WORK 2013 / 14

ANNUAL WORKPLAN		A / B	DEC 13	MARCH 14	JUNE 14	JULY 14	SEPT 14	DEC 14
<b>Audit Committee Agenda Items</b>								
<b>A</b>	Training for Members (as necessary)	⊙	4		2	3		TBA
	Annual Internal Audit Plan 2014/15	X		x				
	Annual report of Head of Internal Audit 2013/14	Y			*			
	Public Sector Internal Audit Standards	⊙	x					
	Progress Report on Annual Internal Audit Plan 2013/14	Y	x	x	*			
	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	x					
	Internal Audit report on Corporate Themes	Y	x					
<b>B</b>	Annual Audit Letter	X	x		*			
	Annual Audit Plan 2012/13 (NYCC & NYPF)	X			*			
	Annual Report / Letter of the External Auditor	Y					*	
	Annual Grant Letter	Y		x				
<b>C</b>	Discussion with External Auditor on 1-to-1 basis	⊙		⊙				
	Statement of Final Accounts including AGS (NYCC + NYPF)	X				*	*	
	Letter of Representation	X					*	
	Chairman's Annual Report	X					*	
	Effectiveness of Audit Committee/Internal Audit System	X		x	*			
	Changes in Accounting Policies	X	x					
	Corporate Governance – review of Local Code + AGS	X			*			
	– progress report inc re AGS	Y	x		*			
	Risk Management (inc Corporate R/R) – progress report	Y	x		*			
	Partnership Governance – progress report	Y					*	
	Information Governance – progress report	Y	x					
	Review of Finance,/Contract/Property Procedure Rules	X	x					
	Service Continuity Planning	Y			*			
	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				*			
	<b>D</b>	Work Programme	Y	x	x	x	x	x
Progress on issues raised by the Committee (inc Treasury Management)		Y	x	x	x	x	x	x
<b>E</b>	Agenda planning / briefing meeting			20/02	11/06	03/07	10/09	19/11
	Audit Committee Agenda/Reports deadline		20/11	24/2	16/06	07/07	15/09	24/11
<b>Audit Committee Meeting Dates</b>			05/12	06/03	26/06	17/07	25/09	04/12

- 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 = Value for money
- 2 = IT Strategy
- 3 = Governance & Statement of Account
- 4 = 2020 Finance
- 5.
- 6.
- \* = scheduled dates for reports
- \* / = follow-up reports requested by Committee