

<b>AUDIT COMMITTEE</b>	<b>AGENDA ITEM No. 11</b>
<b>2 NOVEMBER 2009</b>	<b>PUBLIC REPORT</b>

Cabinet Member(s) responsible:	Councillor Seaton, Resources Portfolio Holder	
Committee Member(s) responsible:	Councillor M Dalton, Chair of Audit Committee	
Contact Officer(s):	Steve Crabtree, Chief Internal Auditor	☎ 384 557

**AUDIT COMMITTEE WORK PROGRAMME 2009 / 2010 (INCLUDING TRAINING NEEDS)**

**1. ORIGIN OF REPORT**

This is a standard report to Audit Committee which forms part of its agreed work programme.

**2. PURPOSE AND REASON FOR REPORT**

This standard report summarises the proposed Work Programme for the Municipal Year 2009 / 2010 together any training needs identified. Any specific training is normally provided prior to each committee meeting - either starting at 18.00 or 18.30, dependent on the nature and depth of the subject area.

The Work Programme is refreshed at every Audit Committee meeting.

APPENDIX A

Last Updated: 20 October 2009

Activity Area	Responsible Officer	1 June 2009	29 June 2009	7 Sept 2009	28 Sept 2009	2 Nov 2009	8 Feb 2010	29 March 2010
<b>REGULAR AGENDA ITEMS</b>								
Member Training		-	✓ Final A/cs (John Blair)	✓ Risk Mgmt (Stuart Hamilton)	-	✓ Financial Issues (Steven Pilsworth)	X	X
Update and Feedback Report		✓	✓	✓	✓	✓	X	X
Audit Committee Work Programme		✓	✓	✓	✓	✓	X	X

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<b>ACCOUNTS</b>								
Statement of Accounts / Summary Accounts 2008 / 2009 (incorporating Annual Governance Statement)	John Blair	-	✓	-	-	-	-	-
Audit of Statement of Accounts	PwC Steven Pilsworth	-	-	-	✓	-	-	-
International Financial Reporting Standards	Steven Pilsworth	-	✓	-	-	✓ No report - details included in the training session	-	-

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<b>INTERNAL AUDIT / EXTERNAL AUDIT ACTIVITY</b>								
Internal Audit - Annual Report 2008 / 2009	Steve Crabtree	✓	-	-	-	-	-	-
Internal Audit - Progress Report: Quarterly	Steve Crabtree	-	-	✓	-	✓	X	X
Internal Audit - Strategy and Plan 2010 / 2011	Steve Crabtree	-	-	-	-	-	-	X
External Audit - Reports (subject to availability)	PwC Steve Crabtree Steven Pilsworth	-	-	-	-	✓	X	X
External Audit - Joint Audit and Inspection Plan	PwC Steve Crabtree Steven Pilsworth	-	-	-	-	-	-	X
Annual Audit Committee Report	Steve Crabtree	✓	-	-	-	-	-	-

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<b>REGULATORY FRAMEWORK</b>								
Draft Annual Governance Statement	Steve Crabtree	✓	-	-	-	-	-	-
Assurance Framework	Steven Crabtree	-	-	-	-	-	-	X
Assurance Framework & Annual Governance Statement: 6 Month Refresh	Steve Crabtree	-	-	-	-	✓	-	-
Fraud and Irregularity Annual Report 2008 / 2009 (Originally scheduled for 1 June 2009)	Diane Baker	-	✓	-	-	-	-	-
Risk Management	Stuart Hamilton	-	-	✓	-	-	X	-
Use of Resources	Steven Pilsworth	-	-	-	-	✓	-	X
Comprehensive Area Assessment	Steven Pilsworth	-	-	-	-	-	-	X
NEW ITEM: Strategic Governance Board	David Blackburn	-	-	-	-	✓	-	-