

<b>AUDIT COMMITTEE</b>	<b>AGENDA ITEM No.7</b>
<b>29 JUNE 2009</b>	<b>PUBLIC REPORT</b>

Committee Member(s) responsible:	Councillor M Dalton, Chair of Audit Committee	
Contact Officer(s):	John Blair, Head of Strategic Finance Steve Crabtree, Chief Internal Auditor	☎ 384 564 ☎ 384 557

## **AUDIT COMMITTEE WORK PROGRAMME 2009 / 2010 (INCLUDING ANY 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 May 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		-	✓	X	X	X	X	X
Update and Feedback Report		✓	✓	X	X	X	X	X
Audit Committee Work Programme		✓	✓	X	X	X	X	X

Training already identified (per Minutes 9 February 2009):

- IFRS Update
- Credit Crunch and Asset Disposal Programme

To be included as part of Draft Final Accounts training planned for later in June 2009. Date to be confirmed.

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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	X	X
Internal Audit - Strategy and Plan 2010 / 2011	Steve Crabtree							X
External Audit - Reports (subject to availability)	Steve Crabtree PwC			X		X	X	X
External Audit - Joint Audit and Inspection Plan	Steve Crabtree PwC							X
Annual Audit Committee Report	Steve Crabtree	✓						

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<b>REGULATORY FRAMEWORK</b>								
Draft Annual Governance Statement	Steve Crabtree	✓						
Fraud and Irregularity Annual Report 2008 / 2009 (Originally scheduled for 1 June 2009)	Diane Baker		✓					
Risk Management	John Blair			X			X	
Use of Resources	John Blair					X		X
Comprehensive Area Assessment	John Blair					X		X
Assurance Framework	Steve Crabtree					X		X

Updates identified from previous Committee minutes:

1 June Risk Management (Register Update) - per Minutes 9 February 2009. Has been incorporated into the Annual Governance Statement

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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	John Blair				X			
International Financial Reporting Standards (Originally scheduled for 1 June 2009, and now incorporated into the training session on final accounts)	John Blair		✓			X		

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