

AUDIT COMMITTEE	AGENDA ITEM No.7
7 SEPTEMBER 2009	PUBLIC REPORT

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

WORK PROGRAMME 2009 / 2010

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: 27 August 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
REGULAR AGENDA ITEMS								
Member Training		-	✓ Final Accounts	✓ Risk Mgmt	X	X	X	X
Update and Feedback Report		✓	✓	✓	X	X	X	X
Audit Committee Work Programme		✓	✓	✓	X	X	X	X

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INTERNAL AUDIT / EXTERNAL AUDIT ACTIVITY								
Internal Audit - Annual Report 2008 / 2009	Steve Crabtree	✓	-	-	-	-	-	-
Internal Audit - Progress Report: Quarterly	Steve Crabtree	-	-	✓	-	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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REGULATORY FRAMEWORK								
Draft Annual Governance Statement	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	John Blair	-	-	-	-	X	-	X
Comprehensive Area Assessment	John Blair	-	-	-	-	X	-	X
Assurance Framework	Steve Crabtree	-	-	-	-	X	-	X

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ACCOUNTS								
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 (Original plan - 1 June 2009 - and now incorporated into the training session on final accounts)	John Blair	-	✓	-	-	X	-	-

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