

AUDIT COMMITTEE	AGENDA ITEM No. 10
8 FEBRUARY 2010	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

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 January 2010

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 A/cs (John Blair)	✓ Risk Mgmt (Stuart Hamilton)	-	✓ Financial Issues (Steven Pilsworth)	✓ Investigative Issues (Diane Baker)	X
Update and Feedback Report		✓	✓	✓	✓	✓	✓	X
Audit Committee Work Programme		✓	✓	✓	✓	✓	✓	X

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

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REGULATORY FRAMEWORK								
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	-	-	✓	-	-	-	-
Use of Resources	Steven Pilsworth	-	-	-	-	✓	-	X
Comprehensive Area Assessment	Steven Pilsworth	-	-	-	-	-	-	X
NEW ITEM: Strategic Governance Board	David Blackburn	-	-	-	-	✓	-	-