

AUDIT COMMITTEE	AGENDA ITEM No. 5
27 SEPTEMBER 2010	PUBLIC REPORT

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

WORK PROGRAMME 2010 / 2011

1. ORIGIN OF REPORT

This is a standard report to Audit Committee which forms part of its agreed work programme. This standard report summarises the proposed Work Programme for the Municipal Year 2010 / 2011 (**Appendix A**) together any training needs identified.

2. UPDATE

2.1 Training

Any specific training is normally provided prior to each committee meeting - at the request of the Chair it is proposed that this starts at 18.00.

There are no training proposals at present for the next meeting (1 November 2010).

2.2 Work Programme

The Work Programme was endorsed at the last meeting (6 September 2010), and is refreshed at every Audit Committee meeting.

APPENDIX A

Last Updated: 16 September 2010

Activity Area	Responsible Officer	7 June 2010	28 June 2010	6 Sept 2010	27 Sept 2010	1 Nov 2010	7 Feb 2011	28 March 2011
REGULAR AGENDA ITEMS								
Member Training (Future needs to be determined prior to each meeting)		Audit Cttee overview	Final Accounts	Risk Mgmt	Account Closure	✓	✓	✓
Feedback Report		✓	✓	✓	✓	✓	✓	✓
Audit Committee: Work Programme		✓	✓	✓	✓	✓	✓	✓

Activity Area	Responsible Officer	7 June 2010	28 June 2010	6 Sept 2010	27 Sept 2010	1 Nov 2010	7 Feb 2011	28 March 2011
ACCOUNTS								
Statement of Accounts / Summary Accounts 2009 / 2010 (incorporating Annual Governance Statement)	Steven Pilsworth	-	✓	-	-	-	-	-
Audit of Statement of Accounts	PwC Steven Pilsworth	-	-	-	✓	-	-	-
International Financial Reporting Standards	Steven Pilsworth	-	-	✓	-	-	✓	-

Activity Area	Responsible Officer	7 June 2010	28 June 2010	6 Sept 2010	27 Sept 2010	1 Nov 2010	7 Feb 2011	28 March 2011	
INTERNAL AUDIT / EXTERNAL AUDIT ACTIVITY									
Internal Audit: Annual Report 2009 / 2010	Steve Crabtree	✓	Meeting set aside to scrutinise the Councils draft accounts	-	Meeting set aside to scrutinise the Councils final accounts following External Audit review	-	-	-	
Internal Audit: Progress Report: Quarterly	Steve Crabtree	-		✓		✓	✓	-	
Internal Audit: Strategy and Plan 2011 / 2012	Steve Crabtree	-		-		-	✓	✓	✓
Internal Audit: Miscellaneous Commissioned Reports (Additional works outside agreed Audit Plan)	Steve Crabtree	-		-		-	✓	✓	✓
External Audit: Reports (subject to availability)	PwC Steve Crabtree Steven Pilsworth	-		-		-	✓	✓	✓
External Audit: Joint Audit and Inspection Plan	PwC Steve Crabtree Steven Pilsworth	-		-		-	-	✓	-
NEW ITEM: CIFPA Consultation Document: The Role of the Head of Internal Audit	Steve Crabtree	-		✓		-	-	-	-
NEW ITEM: Audit Commission Abolition	Steve Crabtree	-		✓		-	-	-	-

Activity Area	Responsible Officer	7 June 2010	28 June 2010	6 Sept 2010	27 Sept 2010	1 Nov 2010	7 Feb 2011	28 March 2011	
REGULATORY FRAMEWORK									
Draft Annual Governance Statement	Steve Crabtree	✓	Meeting set aside to scrutinise the Councils draft accounts	-	Meeting set aside to scrutinise the Councils final accounts following External Audit review	-	-	-	
Annual Governance Statement: Progress	Steve Crabtree	-		-		✓	-	-	
Assurance Framework	Steven Crabtree	-		-		-	-	✓	
Audit Committee: Annual Report	Steve Crabtree	✓		-		-	-	-	
Fraud: Annual Report 2009 / 2010	Diane Baker	✓		-		-	-	-	
Regulation of Investigatory Powers Act	Diane Baker	-		✓		-	✓	-	✓
Risk Management Strategy	Stuart Hamilton	-		✓		-	-	-	
Strategic Risk Register: Risk Profiles	Stuart Hamilton	-		Deferred – not agreed at CMT		-	-	✓	-
Treasury Management Strategy / Update	Steven Pilsworth	-		✓		-	-	-	-
Use of Resources	Steven Pilsworth	-		-		-	-	✓	-
Comprehensive Area Assessment	Steven Pilsworth	-		-		-	-	✓	-
Strategic Governance Developments	Steve Crabtree Diane Baker	-		Information Governance		-	-	-	-
Miscellaneous Financial Reports Review of other reports / policies as appropriate E.g. Changes to Contract Regulations, Financial Regulations, Accounting Policies etc.	Steven Pilsworth Steve Crabtree	-		-		-	✓	✓	✓