

## **PROPOSED WORK PROGRAMME FOR THE COMMITTEE**

<b>Date</b>	<b>Name of Report</b>	<b>Scope of report</b>
07 December 2005	Risk Register	A report updating the committee on items on the risk register, and actions being taken to mitigate them
	SIC Action plan and update	A report showing the work being undertaken to support the conclusions presented in the annual SIC, with an action plan showing ongoing work
	Auditor's Memo ( if not presented in September)	
	Internal Audit Progress Report for Current Year	Action plan for Internal Audit for the current year
23 March 2006	Risk Register	
	SIC Action plan and update	
30 June 2006	Risk Register	
	SIC Action plan and update	
	Draft SIC	Draft of the statement for approval by the committee
	Draft Accounts	These require approval by the committee before going for audit
29 September 2006	Risk Register	
	Internal Audit Annual Report	Report from Internal audit on the work they have undertaken during the year
	SIC Action plan and update	
	Final SIC	Final version for inclusion with the accounts
	Final Accounts	Final version showing any changes agreed with the auditors
	External Auditor's SAS610 report	Report from the auditors on the audit process and any recommended changes
	External Auditor's Final Accounts Memo	A more freeform report on the accounts and the audit approach
14 December 2006	Risk Register	
	SIC Action plan and update	
	Auditor's Memo ( if not presented in September)	
	Annual Audit and Inspection Letter 2004/2005 (deadline for this committee might be a bit tight)	External auditors report to cover items reviewed in 2004/2005
	Best Value Performance Plan report 2005/2006	External auditors report on the 2005/2006 BVPP and the BVPIs within it. To include the auditors statutory report on the BVPP.
22 March 2007	Risk Register	
	SIC Action plan and update	