

Report

Report subject: Audit Committee Draft Work Programme

Report to: Audit Committee

Date: 22nd June 2005

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1. It has been anticipated that there would be four meetings a year for the audit committee. These need to be scheduled to coincide with key dates for the business of the committee.
2. The attached draft work programme sets out a schedule of the regular reports that are anticipated, together with suggested meeting dates. Other business can be added as required.
3. **Recommendation**
 - The Audit Committee should adopt the draft work programme as the basis for future meetings.



Awarded in:
Housing Services
Waste and Recycling Services



Audit Committee – Draft Work Programme

Future dates to be agreed.

Meeting Date	Suggested Agenda Items
22 nd June 2005	Appointment of chair Draft work programme Training proposals Statement on Internal Control – proposed statement for Council on 27 th June and paper on process undertaken
July 2005	Internal Audit Plan Internal Audit Annual Report Audit Commission Audit & Inspection Plan
October 2005 (After 10 th)	Internal Audit Terms of Reference Internal Audit Strategy Final review of Statement on Internal Control prior to publication Internal Audit half year report Audit Commission audit memo on BVPP and performance indicators Audit Commission ISA 260 report on 2004/5 accounts
January 2006	Audit Commission Annual Audit & Inspection Letter, including use of resources judgement Annual review of Corporate Governance
April 2006	Internal Audit Plan Audit Commission Audit & Inspection Plan
June 2006	Internal Audit Annual Report Statement on Internal Control 2005/06 (prior to Council) Statement of Accounts 2005/6 (prior to Council)
October 2006	Final review of Statement on Internal Control prior to publication Internal Audit half year report Audit Commission ISA 260 report on 2005/6 accounts
January 2007	Audit Commission Annual Audit & Inspection Letter Annual review of Corporate Governance

Other areas to report:

- Reports from the Risk Management Group