

Financial Services
Salisbury District Council
 Bourne Hill
 Salisbury, SP1 3UZ

officer to contact: Diana Melville, Chief Internal Auditor
direct line: 01722 434618
email: dmelville@salisbury.gov.uk
web: www.salisbury.gov.uk

Report

Report subject: Draft Work Programme

Report to: Audit Committee

Date: 26th September 2006

Author: Diana Melville

1 Introduction

- 1.1 The report outlines the work programme for forthcoming meetings. Adjustments to the timing of reports have been made to fit in with statutory reporting and Audit Commission requirements for the accounts and external audit reports. Reporting arrangements for risk management and corporate governance have been referred to in other reports on the agenda and the proposed reports included in the draft programme below.

2 Draft Work Programme

Meeting Date	Suggested Agenda Items
January 2007	Audit Commission audit memo on BVPP and performance indicators Annual review of Corporate Governance Results of review of the Constitution (Monitoring Officer) Risk registers CIPFA Code of Practice for internal audit in local government & updated Terms of Reference
April 2007	Audit Commission Annual Audit & Inspection Letter Internal Audit Plan 2007/8 Audit Commission Audit & Inspection Plan Review of the council's arrangements with Audit Commission (minute 77) Risk management annual review Review of progress against Statement on Internal Control action plan Annual meetings of Chair of Audit Committee with Audit Commission and Chief Internal Auditor



Awarded in:
 Housing Services
 Waste and Recycling Services



June 2007	Internal Audit Annual Report Annual review of effectiveness of internal audit Statement on Internal Control 2006/07 (prior to Council) Statement of Accounts 2006/07 (prior to Council) Risk Registers Review of terms of reference of the Audit Committee (minute 77)
September 2007	Final review of Statement on Internal Control prior to publication Internal Audit half year report Audit Commission ISA 260 report on 2006/07 accounts Risk Registers
January 2008	Audit Commission audit memo on BVPP and performance indicators Review of corporate governance and draft local code (prior to adoption by Council) Internal Audit Strategy Risk Registers
April 2008	Audit Commission Annual Audit & Inspection Letter Internal Audit Plan 2008/9 Audit Commission Audit & Inspection Plan Risk management annual review Annual meetings of Chair of Audit Committee with Audit Commission and Chief Internal Auditor
June 2008	Internal Audit Annual Report Annual review of effectiveness of internal audit Governance Statement (incorporating SIC) 2007/08 (prior to approval by Council) Statement of Accounts 2007/08 (prior to Council) Risk Registers

3 Recommendation

- 3.1 Members are asked to approve the work programme for the committee.