

Agenda Item No. 12

Audit Committee Forward Work Plan

2007- 08

December 2007(TBC)

Briefing: To be arranged

Venue: To be arranged

Time: To be arranged

Item	Detail	Portfolio Holder	Lead Officer
Controls and governance PFI		Finance – Roy While	Housing PFI Project Manager
Annual Governance report 2006/07	Audit Commission	Finance – Roy While	Head of Finance Ian Jamieson
Local code of Corporate Governance		Finance – Roy While	Head of Finance – Ian Jamieson
Risk Management Annual report		Finance – Roy While	Financial Accountant - Andy Brown
Statement of Internal Control – Monitoring Programme		Finance – Roy While	Head of Finance Ian Jamieson
Internal Audit Reports - to be confirmed	KPMG	Finance – Roy While	Head of Finance Ian Jamieson
Treasury Management, Policy and Practices		Finance – Roy While	Financial Accountant - Andy Brown
Capital Strategy 2008		Finance – Roy While	Management Accountant - Steve Harding
Asset Management - update		Finance – Roy While	Head of Finance Ian Jamieson
Procurement annual report		Finance – Roy While	Financial Accountant - Andy Brown
Report back from Contract Monitoring group		Finance – Roy While	Head of Finance Ian Jamieson

Training - to be agreed			
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March 2008 (TBC)

Briefing: To be arranged

Venue: To be arranged

Time: To be arranged

Item	Detail	Portfolio Holder	Lead Officer
Internal Audit Reports to be confirmed	KPMG	Finance – Roy While	Head of Finance Ian Jamieson
Statement of Internal Control		Finance – Roy While	Head of Finance Ian Jamieson
Audit Committee - annual report for full council		Chair of Audit Committee - Cllr H Osborn	Head of Finance Ian Jamieson
Training – to be agreed			

June 2008 (TBC)

Briefing: To be arranged

Venue: To be arranged

Time: To be arranged

Item	Detail	Portfolio Holder	Lead Officer
Statement of Accounts - 2007/08		Finance – Roy While	Head of Finance Ian Jamieson
Annual Audit and Inspection letter	Audit Commission	Finance – Roy While	Head of Finance Ian Jamieson
Annual Audit Plan - 2008/09	Audit Commission	Finance – Roy While	Head of Finance Ian Jamieson
Internal Audit Plan – 2008/09	KPMG	Finance – Roy While	Head of Finance Ian Jamieson
Internal Audit reports - to be confirmed	KPMG	Finance – Roy While	Head of Finance Ian Jamieson

Training - Introduction to the role of the Audit Committee	KPMG		
External and Internal Audit meeting with Audit Committee	Audit Commission and KPMG (before/after meeting)		

September 2008 (TBC)

Briefing: To be arranged

Venue: To be arranged

Time: To be arranged

Item	Detail	Portfolio Holder	Lead Officer
Internal Audit Reports to be confirmed		Finance – Roy While	Head of Finance Ian Jamieson
Statement of Accounts (Audited)		Finance – Roy While	Head of Finance Ian Jamieson
Fraud, controls and debt recovery		Finance – Roy While	Financial Accountant - Andy Brown
Treasury Management Annual Report		Finance – Roy While	Financial Accountant - Andy Brown
Prudential Indicators - update		Finance – Roy While	Management Accountant - Steve Harding
External and internal audit meeting with Audit Committee		Chair of Audit Committee – Cllr H Osborn	Head of Finance Ian Jamieson
Customer First Focus Inspection			
Training - developing and understanding of pensions	WCC	Finance – Roy While	Head of Finance Ian Jamieson