

Audit Committee Forward Work Plan

2007-08

28 June 2007

Briefing: To be arranged

Venue: To be arranged

Time: To be arranged

Item	Detail	Portfolio Holder	Lead Officer
Statement of Accounts - 2006/07		Finance and Policy –	Head of Finance Ian Jamieson
Annual Audit and Inspection letter	Audit Commission	Finance and Policy –	Head of Finance Ian Jamieson
Annual Audit Plan - 2007/08	Audit Commission	Finance and Policy –	Head of Finance Ian Jamieson
Regularity report	Audit Commission	Finance and Policy –	Head of Finance Ian Jamieson
Internal Audit Plan - 2007/08	KPMG	Finance and Policy –	Head of Finance Ian Jamieson
Internal Audit reports - to be confirmed	KPMG	Finance and Policy –	Head of Finance Ian Jamieson
Local Code of Corporate Governance		Finance and Policy –	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 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 and Policy –	Housing PFI Project Manager
Annual Governance report 2006/07	Audit Commission	Finance and Policy –	Head of Finance Ian Jamieson
Internal Audit Reports to be confirmed		Finance and Policy –	Head of Finance Ian Jamieson
Statement of Accounts (Audited)		Finance and Policy –	Head of Finance Ian Jamieson
Fraud, controls and debt recovery		Finance and Policy –	Financial Accountant - Andy Brown
Treasury Management Annual Report		Finance and Policy –	Financial Accountant - Andy Brown
Risk Management Annual report		Finance and Policy –	Financial Accountant - Andy Brown
Prudential Indicators - update		Finance and Policy –	Management Accountant - Steve Harding
Financial Monitoring as at 31 August 2007		Finance and Policy –	Management Accountant - Steve Harding
Training - developing and understanding of pensions	WCC	Finance and Policy –	Head of Finance Ian Jamieson

December 2007(TBC)
Briefing: To be arranged
Venue: To be arranged
Time: To be arranged

Item	Detail	Portfolio Holder	Lead Officer
Statement of Internal Control – Monitoring Programme		Finance and Policy –	Head of Finance Ian Jamieson
Internal Audit Reports - to be confirmed	KPMG	Finance and Policy –	Head of Finance Ian Jamieson
Treasury Management, Policy and Practices		Finance and Policy –	Financial Accountant - Andy Brown
Capital Strategy 2008		Finance and Policy –	Management Accountant - Steve Harding
Asset Management - update		Finance and Policy –	Head of Finance Ian Jamieson
Procurement annual report		Finance and Policy –	Financial Accountant - Andy Brown
Report back from Contract Monitoring group		Finance and Policy –	Head of Finance Ian Jamieson
Training - to be agreed			

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 and Policy –	Head of Finance Ian Jamieson
Statement of Internal Control		Finance and Policy –	Head of Finance Ian Jamieson
Local Code of Corporate Governance		Finance and Policy –	Head of Finance Ian Jamieson
Financial Monitoring as at 29 February 2008		Finance and Policy –	Management Accountant - Steve Harding
Audit Committee - annual report for full council		Chair of Audit Committee -	Head of Finance Ian Jamieson
Training – to be agreed			