

AUDIT COMMITTEE
CORE WORK PROGRAMME 2011/2012

Date of Meeting	Agenda Items	Achieved	Additional Actions to be taken or notes
27 th July 2011	<ul style="list-style-type: none"> Review and consider the draft accounts issued 30th June 2011 for the financial year just finished and draft annual governance statement 	N/A	Changes in presentation considered
	<ul style="list-style-type: none"> Review the Internal Audit 2nd quarter plan 	Y	
	<ul style="list-style-type: none"> Consider Internal Audit opinion for the financial year just finished 	Y	
	<ul style="list-style-type: none"> Consider an annual report on anti- fraud 	Y	
	<ul style="list-style-type: none"> Consider First Quarters Progress against Plan and any reports from Internal Audit and management responses 	Y	
10 th November 2011 (note this has been brought forward from the cancelled 19 th October meeting)	<ul style="list-style-type: none"> Review performance relating to risk management 	Report to this meeting	
	<ul style="list-style-type: none"> Review the Internal Audit 3rd quarter plan 	Report to this meeting	
	<ul style="list-style-type: none"> Review and consider the final accounts issued 30th September 2011 for the financial year just finished and final annual governance statement 	N/A	Went to Full Council 19 th October 2011
	<ul style="list-style-type: none"> Consider Second Quarters Progress against plan and any reports from Internal Audit and management responses 	Report to this meeting	

	<ul style="list-style-type: none"> Consider the External Audit report giving an opinion on the financial statement for the previous financial year and the response to/implementation of any recommendations; this includes the Annual Governance Statement Report. 	N/A	Went to Full Council 19 th October 2011
	<ul style="list-style-type: none"> Review the progress being made against the key risks identified in the Council's Annual Governance Statement 	Report to this meeting	
10th November 2011	<ul style="list-style-type: none"> Review performance relating to risk management 	Report to this meeting	
	<ul style="list-style-type: none"> Review ½ year report on anti-fraud 	Report to this meeting	
	<ul style="list-style-type: none"> Review the Internal Audit 4th quarter plan 	See final agenda item on Internal Audit contract	
	<ul style="list-style-type: none"> Review External Audit Annual Audit letter and Final Accounts Memorandum (if required) 	N/A	To go to Full Council
	<ul style="list-style-type: none"> Consider Third Quarters Progress against Plan and any reports from Internal Audit and management responses 	Report to this meeting	
	<ul style="list-style-type: none"> Consider the Committee's own effectiveness in its work 	N/A	Deferred to next meeting
	<ul style="list-style-type: none"> Review the Committee's Terms of Reference 	N/A	Deferred to next meeting
	<ul style="list-style-type: none"> Review the progress being made against the key risks identified in the Council's Annual Governance Statement 	Report to this meeting	
Monday 5th	<ul style="list-style-type: none"> Review performance relating to risk management 		

March 2012	<ul style="list-style-type: none"> Review the Internal Audit strategy and the periodic work plan for the coming financial year including the Internal Audit 1st quarter plan 2012/2013 		
	<ul style="list-style-type: none"> Consider External Audit opinion plans for the coming financial year 		
	<ul style="list-style-type: none"> Consider External Audit Certification of claims and returns – annual report 		
	<ul style="list-style-type: none"> Consider any reports from Internal Audit and management responses and progress against plan with estimated completion status by year end. 		
	<ul style="list-style-type: none"> Consider a financial report, including relevant information about financial performance and achievement of financial targets 		
	<ul style="list-style-type: none"> Consider External Audit Annual Fee Letter (if available) 		
	<ul style="list-style-type: none"> Review annual assurances provided by senior staff prior to the annual governance statement 2011-12 including the progress being made against the key risks identified in the Council's Annual Governance Statement for 2010-11 		
Monday 5th March 2012	<p>Bfwd from Winter meeting 10th November 2011</p> <ul style="list-style-type: none"> Consider the Committee's own effectiveness in its work 		
	<ul style="list-style-type: none"> Review the Committee's Terms of Reference 		