

## Audit Committee Work Programme June 2009 – March 2010

### 25 June 2009 – report deadline 17 June

Item	Purpose	Lead Executive Member	Lead Officer	Comments
<b>Interim Accounts Report 2008/09</b>	Report of the external auditor on the progress and issues arising from their interim accounts audit. For Audit Committee <b>consideration and comment</b> .	Councillor Priest	Grant Thornton	
<b>Presentation of Draft Statement of Accounts 2008/09</b>	To meet statutory deadline of 30 June. Accounts to be presented for external audit are submitted for <b>approval</b> by the Audit Committee.	Councillor Priest	City Treasurer	
<b>Annual Internal Audit Report 2008/09</b>	Report of the City Treasurer and the Interim Head of Internal Audit. To provide a summary of the reports and assurances issued in the year for Audit Committee <b>consideration and comment</b> .	Councillor Priest	City Treasurer Interim Head of Internal Audit	
<b>Review of the Effectiveness of the System of Internal Audit</b>	Report of the City Treasurer on his review of the effectiveness of the system of internal audit in accordance with the requirements of the Accounts and Audit Regulations. For Audit Committee <b>consideration and comment</b> .	Councillor Priest	City Treasurer	

<b>Annual Internal Audit Plan 2009/10</b>	Presentation of the agreed Internal Audit Plan for 2009/10 (following the presentation of the emergent plan to Audit Committee in April 2009). For Audit Committee <b>consideration and comment.</b>	Councillor Priest	City Treasurer Interim Head of Internal Audit	
<b>Follow-up Audit - Corporate Governance Arrangements</b>	Report of the external auditor on their follow-up of governance reports issued in 2008/09. For Audit Committee <b>consideration and comment.</b>	Councillor Priest	Grant Thornton	
<b>PART B ITEMS</b>				
<b>Audit of Accounts 2008/09 Information Systems Controls</b>	Report of the external auditor on their audit of the Councils Information Systems (ICT) controls in 2008/09. For Audit Committee <b>consideration and comment.</b>	Councillor Priest	Grant Thornton	Exempt because report contains information relating to the financial or business affairs of any particular person, including the authority holding that information (under Part VA and Schedule 12A of the Local Government Act 1972 ("the 1972 Act") as amended by the Local Government (Access to Information) (Variation) Order 2006).

## 24 September 2009 – report deadline 16 September

<b>Report to those charged with Governance 2008/09</b>	Report of the external auditor their audit of the 2008/09 accounts in accordance with ISA260. For Audit Committee <b>consideration and comment.</b>	Councillor Priest	Grant Thornton	
<b>Presentation of Draft Statement of Accounts 2008/09</b>	To meet statutory deadline of 30 September. Accounts to be presented are submitted for <b>approval</b> by the Audit Committee.	Councillor Priest	City Treasurer	
<b>Use of Resources Report 2008/09</b>	Report of the external auditor their audit of Council's Use of Resources as part of the Comprehensive Area Assessment. For Audit Committee <b>consideration and comment.</b>	Councillor Priest	Grant Thornton	
<b>School Governance Report 2009/10</b>	Report of the external auditor their audit of school governance, with a particular focus on the financial management aspects of governance. For Audit Committee <b>consideration and comment.</b>	Councillor Priest	Grant Thornton	
<b>Report on Sovereign Risk</b>	Report of the Head of Audit and Risk Management on sovereign risk in response to Audit Committee request. For Audit Committee <b>consideration and comment.</b>	Councillor Priest	Head of Audit and Risk Management	
<b>External Audit recommendations – progress monitoring</b>	Quarterly review of progress in the implementation of External Audit recommendations. For Audit Committee <b>consideration and comment.</b>	Councillor Priest	Head of Corporate Performance	

### 29 October 2009 – report deadline 21 October

<b>Risk Management Update Progress Report 2009/10</b>	Report of the Head of Audit and Risk Management on the further development of the Council's risk management arrangements. For Audit Committee <b>consideration and comment.</b>	Councillor Priest	City Treasurer Head of Audit and Risk Management	
<b>Internal Audit Progress Report 2009/10</b>	Report of the City Treasurer and the Head of Audit and Risk Management. To provide a summary of progress in delivery of the 2009/10 Internal Audit Plan and the assurances issued in the year to date. For Audit Committee <b>consideration and comment.</b>	Councillor Priest	City Treasurer Head of Audit and Risk Management	
<b>Revenue Budget Update 2009/10</b>	Report of the City Treasurer on the budget monitoring position for the year and any in-year amendments to the original budget. For Audit Committee <b>consideration and comment.</b>	Councillor Priest	City Treasurer	

### 3 December 2009 – report deadline 25 November

<b>CAA Report 2009</b>	Report of the external auditor and Comprehensive Area Assessment Lead (Audit Commission) on the conclusion of the Comprehensive Area Assessment in 2009. For Audit Committee <b>consideration and comment.</b>	Councillor Priest	Grant Thornton Audit Commission	
<b>Grants Report 2008/09</b>	Report of the external auditor on the grant audits undertaken in respect of the 2008/09 financial year. For Audit Committee <b>consideration and comment.</b>	Councillor Priest	Grant Thornton Audit Commission	
<b>External Audit recommendations – progress monitoring</b>	Quarterly review of progress in the implementation of External Audit recommendations. For Audit Committee <b>consideration and comment.</b>	Councillor Priest	Head of Corporate Performance	

### 14 January 2010 – report deadline 6 January 2010

<b>Internal Audit Progress Report 2009/10</b>	Report of the City Treasurer and the Head of Audit and Risk Management. To provide a summary of progress in delivery of the 2009/10 Internal Audit Plan and the assurances issued in the year to date. For Audit Committee <b>consideration and comment.</b>	Councillor Priest	City Treasurer Head of Audit and Risk Management	
<b>External Audit progress update 2009/10</b>	Update report from the external auditor. For Audit Committee <b>consideration and comment.</b>	Councillor Priest	Grant Thornton	
<b>Revenue Budget Update 2009/10</b>	Report of the City Treasurer on the budget monitoring position for the year and any in-year amendments to the original budget. For Audit Committee <b>consideration and comment.</b>	Councillor Priest	City Treasurer	

### 11 March 2010 – report deadline 3 March

<b>External Audit progress update 2009/10</b>	Update report from the external auditor. For Audit Committee <b>consideration and comment.</b>	Councillor Priest	Grant Thornton	
<b>Risk Management Update Progress Report 2009/10</b>	Report of the Head of Audit and Risk Management on the further development of the Council's risk management arrangements. For Audit Committee <b>consideration and comment.</b>	Councillor Priest	City Treasurer Head of Audit and Risk Management	