

WEST MIDLANDS FIRE AND RESCUE AUTHORITY

AUDIT COMMITTEE WORK PROGRAMME 2012/13

Date of Meeting	Item	Responsible Officer	Completed
2012			
25 th June [Authority]	Approval of the Governance Statement 2011/2012	Treasurer	25 th June, 2012
10 th September	Annual Governance Report 2011/2012 Review of Statement of Accounts 2011/2012 Progress Report on Organisational Assurance Annual Report of the Audit Committee 2011/2012 Quarter 4 2011/12 Corporate Risk Report	Audit Commission Treasurer Director Technical and Operational Support (TOpS) Chair Director TOpS	
24 th September [Authority]	Approval of Annual Governance Report 2011/2012 Approval of Statement of Accounts 2011/2012	Audit Commission Treasurer	
15 th October	Quarter 1 Internal Audit Progress Report Quarter 1 Corporate Risk Report Annual Audit and Inspection Letter	Audit Manager Director TOpS Audit Commission	

Dated 22 August, 2012

Date of Meeting	Item	Responsible Officer	Completed
26 th November	Audit Committee Self assessment exercise (to follow Authority meeting)	Director Resources	
2013			
7 th January	Annual Audit and Inspection Letter Quarter 2 Internal Audit Progress Report Internal Audit Terms of Reference – Annual Review <i>Committee Members' Private meeting with Internal Auditors (to follow Committee)</i> Quarter 2 Corporate Risk Report	Audit Commission Audit Manager Audit Manager <i>Audit Manager</i> Director TOpS	
25 th March	External Opinion Plan 2012/13 Audit Year (approach to financial statements) Quarter 3 Internal Audit Progress Report Strategy for Internal Audit 2011/12 – 2013/14 Audit Committee Skills Audit Internal Audit Risk Management Report Quarter 3 Corporate Risk Report	Grant Thornton Audit Manager Audit Manager Audit Manager Audit Manager Director TOpS	

15 th April 2013 [Authority]	Approval of Audit Plan 2012/2013 [fee letter and proposed actions].	Grant Thornton	
10 th June	<p>System Memorandum (If applicable)</p> <p>Annual Internal Audit Report</p> <p>Benchmarking against CIPFA Red Book 2 – Managing the Risk of Fraud – action plan progress</p> <p>Review of the Effectiveness of the System of Internal Audit</p> <p>Consider Governance Statement</p> <p>Annual Whistleblowing report</p> <p>Annual Report of the Audit Committee</p> <p><i>Workshop for Members on Statement of Accounts</i></p> <p><i>Committee Members' Private meeting with External Auditors (to follow the workshop)</i></p> <p>Quarter 4 Corporate Risk Report</p>	<p>Grant Thornton</p> <p>Audit Manager</p> <p>Audit Manager</p> <p>Audit Manager</p> <p>Treasurer</p> <p>Monitoring Officer/Director Human Resources</p> <p>Chair</p> <p><i>Treasurer</i></p> <p><i>Grant Thornton</i></p> <p>Director TOpS</p>	
24 th June [Authority]	Approval of the Governance Statement 2012/2013	Treasurer	