

WEST MIDLANDS FIRE AND RESCUE AUTHORITY

AUDIT COMMITTEE - WORK PROGRAMME 2008/09

FURTHER ITEMS FOR INCLUSION

Report back on insurance arrangements [date to be allocated]

Proposed dates for private meetings with external auditor and Sandwell Audit Services Manager to be identified

Interview date for independent member appointment

Date of Meeting	Item	Details and responsible officer
28 th January 2008	Preliminary training session	Audit Manager
Inaugural meeting 28 th January 2008	Terms of reference and next steps	Clerk
	Terms of reference for internal audit	Audit Manager
	Progress report on audit work completed	Audit Manager
31st March 2008	Annual Internal Audit Plan for 2008/09	Audit Manager
	Strategic Risk Register	Chief Fire Officer
9 th June 2008	Consider and recommend adoption of the Governance Statement	Treasurer
	Review of whistleblowing policy	Clerk [Monitoring Officer]/Head of Human Resources
	Annual Internal Audit Report	Audit Manager
23 rd June 2008	Authority to approve the Governance Statement	Treasurer
	Authority to approve the Statement of Accounts 2007/08	Treasurer

Date of Meeting	Item	Details and responsible officer
7th July 2008	<p>To consider Statement of Accounts</p> <p>Whistleblowing Report 2007/08</p> <p>Annual Fraud Report</p> <p>Consider arrangements for annual self assessment</p>	<p>Treasurer</p> <p>Clerk [Monitoring Officer]/Director of Human Resources</p> <p>Audit Manager</p> <p>Clerk/Audit Manager</p>
Late September 2008	Authority to receive External Auditors' Report to Those Charged with Governance	District Auditor
6 th October 2008	<p>Consideration of External Auditors' Report to Those Charged with Governance</p> <p>Quarter 1 Internal Audit Progress Report</p>	<p>District Auditor</p> <p>Audit Manager</p>
December 2008 or January 2009	<p>Quarter 2 Internal Audit Progress Report</p> <p>Internal Audit report on Risk Management</p> <p>Outstanding Internal Audit Responses</p>	<p>Audit Manager</p> <p>Audit Manager</p> <p>Audit Manager</p>