

# WEST MIDLANDS FIRE AND RESCUE AUTHORITY

## AUDIT COMMITTEE - WORK PROGRAMME 2008/09

Date of Meeting	Item	Details and responsible officer
23 <sup>rd</sup> June 2008	<b>Authority</b> to approve the Governance Statement <b>Authority</b> to approve the Statement of Accounts 2007/08	Treasurer Treasurer
7 <sup>th</sup> July 2008 2.00 pm	Audit Committee Member Training Session	Audit Manager
7 <sup>th</sup> July 2008 3.00 pm	<b>Audit Committee</b> To consider Statement of Accounts  Consider arrangements for annual self assessment  Insurance arrangements	Treasurer  Clerk/Audit Manager  Treasurer [Insurance Officer]
22nd September 2008	<b>Authority</b> to receive External Auditors' Report to Those Charged with Governance	District Auditor
13 <sup>th</sup> October 2008 1.30 – 2.30pm	Audit Committee Member briefing on accounts	Treasurer
2.30 – 3.00pm	Audit Committee Private meeting with External Auditors	

Date of Meeting	Item	Details and responsible officer
13 <sup>th</sup> October 2008 3.00 pm	<b>Audit Committee:-</b>  Consideration of External Auditors' Report to Those Charged with Governance  Quarter 1 Internal Audit Progress Report	District Auditor  Audit Manager
1 <sup>st</sup> December 2008 1.30 pm	Audit Committee Self assessment exercise	
12 <sup>th</sup> January 2009 1.30 pm	Audit Committee Private meeting with Internal Audit	
12 <sup>th</sup> January 2009 2.00 pm	<b>Audit Committee:-</b>  Quarter 2 Internal Audit Progress Report  Internal Audit report on Risk Management  Outstanding Internal Audit Responses  CIPFA/SOLACE Framework – Delivering Good Governance in Local Government  Revised Risk Management Strategy	Audit Manager  Audit Manager  Audit Manager  Clerk/Treasurer/Chief Fire Officer  Chief Fire Officer

Date of Meeting	Item	Details and responsible officer
30 <sup>th</sup> March 2009 1.30 pm	<b>Audit Committee:-</b>  Strategy for Internal Audit 2009/12  Corporate Risk Register  Audit Commission Audit and Inspection Plan 2008/09  Quarter 3 Internal Audit Progress Report	  Audit Manager  Chief Fire Officer  District Audit  Audit Manager
8 <sup>th</sup> June 2009 1.30 pm	Audit Committee Private meeting with External Auditors	
8 <sup>th</sup> June 2009 2.00 pm	<b>Audit Committee:-</b>  Consider and recommend adoption of Governance Statement  Annual Whistleblowing report  Annual Internal Audit Report  Annual Audit and Inspection Letter  Audit and Inspection Plan	  Treasurer  Monitoring Officer/Head of Human Resources  Audit Manager  District Audit  District Audit
18 <sup>th</sup> June 2009 1.30 pm	Informal briefing on Statement of Accounts – Chair and Vice Chair	Treasurer

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22 <sup>nd</sup> June 2009	<b>Authority</b> to approve the Governance Statement <b>Authority</b> to approve the Statement of Accounts 2007/08	Treasurer Treasurer
July 2009	Audit Committee Private meeting with Internal Audit	