

WEST MIDLANDS FIRE AND RESCUE AUTHORITY

AUDIT COMMITTEE - WORK PROGRAMME 2008/09

FURTHER ITEMS FOR INCLUSION

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

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 2 pm	Strategy for Internal Audit 2008/9 to 2010/11	Audit Manager
	Corporate Risk Register	Chief Fire Officer
	Audit Commission Audit and Inspection Plan 2007/08	District Audit
9 th June 2008 1.30 pm	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

Date of Meeting	Item	Details and responsible officer
9 th June 2008 To follow ordinary meeting	Interviews for independent member	Clerk
23 rd June 2008	Authority to approve the Governance Statement Authority to approve the Statement of Accounts 2007/08	Treasurer Treasurer
7 th July 2008 Time to be agreed	To consider Statement of Accounts Whistleblowing Report 2007/08 Consider arrangements for annual self assessment Insurance arrangements	Treasurer Clerk [Monitoring Officer]/Director of Human Resources Clerk/Audit Manager Treasurer [Insurance Officer]
Late September 2008	Authority to receive External Auditors' Report to Those Charged with Governance	District Auditor
6 th October 2008 1.30 pm	Consideration of External Auditors' Report to Those Charged with Governance Quarter 1 Internal Audit Progress Report	District Auditor Audit Manager
December 2008 or January 2009 1.30 pm	Quarter 2 Internal Audit Progress Report Internal Audit report on Risk Management Outstanding Internal Audit Responses	Audit Manager Audit Manager Audit Manager