

WEST MIDLANDS FIRE AND RESCUE AUTHORITY
AUDIT AND PERFORMANCE MANAGEMENT COMMITTEE
WORK PROGRAMME 2010/11

Date of Meeting	Item	Responsible Officer
28 th June 2010 [Authority]	Approval of the Governance Statement	Treasurer
	Approval the Statement of Accounts 2009/10	Treasurer
12 th July 2010	Audit and Inspection Plan	Audit Commission
	Opinion Strategy	Audit Commission
	External Audit Evaluation Criteria	Audit Commission
	<i>Fraud Awareness Briefing (to follow Committee)</i>	<i>Audit Manager</i>
6 th September 2010	An Analysis of Progress of Corporate Performance against 'The Plan' Quarter One 2010/2011.	Chief Fire Officer

Date of Meeting	Item	Responsible Officer
11 th October 2010	Consideration of External Auditors' Report to Those Charged with Governance	Audit Commission
	Systems and final accounts report	Audit Commission
	Quarter 1 Internal Audit Progress Report	Audit Manager
	CIPFA SOLACE framework Action Plan	Chief Fire Officer
	<i>Committee Members' Private meeting with External Auditors (to follow Committee)</i>	<i>Audit Commission</i>
29 th November 2010	An Analysis of Progress of Corporate Performance against 'The Plan' Quarter Two 2010/2011.	Chief Fire Officer
	<i>Self assessment exercise</i>	<i>Audit Manager</i>
	<i>Assurance Framework Training and New Members Skills Audit</i>	<i>Audit Manager</i>
10 th January 2011	Quarter 2 Internal Audit Progress Report	Audit Manager
	Corporate Risk Register	Chief Fire Officer
	Internal Audit Terms of Reference – Annual Review	Audit Manager

Date of Meeting	Item	Responsible Officer
10 th January 2011 (cont'd)	<i>Committee Members' Private meeting with Internal Auditors (to follow Committee)</i>	<i>Audit Manager</i>
7 th March 2011	An Analysis of Progress of Corporate Performance against 'The Plan' Quarter Three 2010/2011.	Chief Fire Officer
28 th March 2011	Audit Commission Audit and Inspection Plan 2010/11 Quarter 3 Internal Audit Progress Report Annual Audit and Inspection Letter Strategy for Internal Audit 2011/12 – 2013/14 Audit Committee Skills Audit Results Internal Audit Risk Management Report	Audit Commission Audit Manager Audit Commission Audit Manager Audit Manager Audit Manager
18 th April 2011 [Authority]	Approval of Audit Plan 2011/2012 [fee letter and proposed actions]	Audit Commission
6 th June 2011	Consider and recommend adoption of Governance Statement Annual Whistleblowing report	Treasurer Monitoring Officer/Head of Human Resources

Date of Meeting	Item	Responsible Officer
6 th June 2011 (cont'd)	An Analysis of Progress of Corporate Performance against 'The Plan' Quarter Four 2010/2011	Chief Fire Officer
	Annual Internal Audit Report	Audit Manager
	Audit and Inspection Plan	Audit Commission
	Annual Report of the Audit Committee	Chairman
	External Opinion Plan 2010/11 Audit Year (approach to financial statements)	Audit Commission
	System Memorandum	Audit Commission
	Benchmarking against CIPFA Red Book 2 – Managing the Risk of Fraud – action plan progress	Audit Manager
	Review of the Effectiveness of the System of Internal Audit	Audit Manager
	<i>Committee Members' Private meeting with External Auditors</i>	<i>Audit Commission</i>

Date of Meeting	Item	Responsible Officer
22 nd June 2011 [Workshop]	Workshop for Members on Statement of Accounts	Treasurer
27 th June 2011 [Authority]	Approval of the Governance Statement	Treasurer
	Approval of the Statement of Accounts 2010/11	Treasurer