

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	24 September 24 September
15 th October	Quarter 1 Internal Audit Progress Report Quarter 1 Corporate Risk Report	Audit Manager Director TOpS	15 October 15 October

Dated 22 August, 2012

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	Annual Audit and Inspection Letter	Audit Commission	15 October
26 th November	Audit Committee Self assessment exercise (to follow Authority meeting)	Director Resources	
2013			
7 th January	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 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	

Dated 22 August, 2012

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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	

Dated 22 August, 2012