

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

<b>Date of Meeting</b>	<b>Item</b>	<b>Responsible Officer</b>
28 <sup>th</sup> June 2010 [Authority]	Approval of the Governance Statement	Treasurer
	Approval the Statement of Accounts 2009/10	Treasurer
12 <sup>th</sup> 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 <sup>th</sup> 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 <sup>th</sup> 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 <sup>th</sup> 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>Treasury Management Training</i>	<i>Chief Fire Officer</i>
10 <sup>th</sup> January 2011	Quarter 2 Internal Audit Progress Report	Audit Manager
	Internal Audit Terms of Reference – Annual Review	Audit Manager

<b>Date of Meeting</b>	<b>Item</b>	<b>Responsible Officer</b>
10 <sup>th</sup> January 2011 (cont'd)	<i>Committee Members' Private meeting with Internal Auditors (to follow Committee)</i>	<i>Audit Manager</i>
7 <sup>th</sup> March 2011	An Analysis of Progress of Corporate Performance against 'The Plan' Quarter Three 2010/2011.	Chief Fire Officer
28 <sup>th</sup> 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 <sup>th</sup> April 2011 [Authority]	Approval of Audit Plan 2011/2012 [fee letter and proposed actions]	Audit Commission
6 <sup>th</sup> 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 <sup>th</sup> 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>

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