

WEST MIDLANDS FIRE AND RESCUE AUTHORITY

AUDIT COMMITTEE - WORK PROGRAMME 2009/10

Date of Meeting	Item	Details and responsible officer
22nd June 2009	Authority to approve the Governance Statement Authority to approve the Statement of Accounts 2008/09	Treasurer Treasurer
6th July 2009 1.30 pm formal meeting	Audit Committee Annual Whistleblowing Report Audit and Inspection Plan Opinion Strategy External Audit Evaluation Criteria	Monitoring Officer/Head of Human Resources Audit Commission Audit Commission Audit Commission
6th July 2009 Workshop session to follow formal meeting	Fraud Awareness Briefing	Audit Manager
21st September 2009	Authority to receive External Auditors' Report to Those Charged with Governance	Audit Commission

Date of Meeting	Item	Details and responsible officer
12th October 2009 2.00 pm	Audit Committee:- Consideration of External Auditors' Report to Those Charged with Governance Systems and final accounts report Quarter 1 Internal Audit Progress Report	Audit Commission Audit Commission Audit Manager
12 th October 2009 To follow formal meeting	Audit Committee Private meeting with External Auditors	
30 th November 2009 1 pm [time to be confirmed]	Audit Committee Self assessment exercise	
11th January 2010 1.30 pm	Audit Committee:- Quarter 2 Internal Audit Progress Report Corporate Risk Register Internal Audit Terms of Reference – Annual Review	Audit Manager Chief Fire Officer Audit Manager
11th January 2010 to follow formal meeting	Audit Committee Private meeting with Internal Audit	

Date of Meeting	Item	Details and responsible officer
29th March 2010 1.30 pm	Audit Committee:- Audit Commission Audit and Inspection Plan 2009/10 Quarter 3 Internal Audit Progress Report Annual Audit and Inspection Letter Strategy for Internal Audit 2010/11	Audit Commission Audit Manager Audit Commission Audit Manager
7th June 2010 1.30 pm	Audit Committee:- Consider and recommend adoption of Governance Statement Annual Whistleblowing report Annual Internal Audit Report Governance Statement Audit and Inspection Plan Annual Report of the Audit Committee	Treasurer Monitoring Officer/Head of Human Resources Audit Manager Chief Fire Officer Audit Commission Chairman
7th June 2010 to follow formal meeting	Audit Committee Private meeting with External Auditors	

Updated 24/6/2009

Date of Meeting	Item	Details and responsible officer
Week commencing 21 st June 2010 Date and time to be confirmed	Workshop for Members on Statement of Accounts	Treasurer
28th June 2010	Authority to approve the Governance Statement Authority to approve the Statement of Accounts 2007/08	Treasurer Treasurer

Reports to be timetabled:

Results of the Member Skills Audit

Audit Review of Risk Management

Governance Standards CIPFA SOLACE framework – action plan progress

Benchmarking against CIPFA Red Book 2 – Managing the Risk of Fraud – action plan progress