

**WEST MIDLANDS FIRE AND RESCUE AUTHORITY**

**AUDIT COMMITTEE - WORK PROGRAMME 2009/10**

Date of Meeting	Item	Details and responsible officer
22nd June 2009	<b>Authority</b> to approve the Governance Statement	Treasurer
	<b>Authority</b> to approve the Statement of Accounts 2008/09	Treasurer
6th July 2009 1.30 pm formal meeting	<b>Audit Committee</b> 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	Fraud Awareness Briefing	Audit Manager
21st September 2009	<b>Authority</b> to receive External Auditors' Report to Those Charged with Governance	Audit Commission
12th October 2009 2.00 pm	<b>Audit Committee:-</b> 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
	International Reporting Standards	Treasurer

Date of Meeting	Item	Details and responsible officer
12 <sup>th</sup> October 2009 To follow formal meeting	Audit Committee Private meeting with External Auditors	
30 <sup>th</sup> November 2009 1 pm [time to be confirmed]	Audit Committee Self Assessment exercise	
11th January 2010 1.30 pm	<b>Audit Committee:-</b>  Quarter 2 Internal Audit Progress Report  Corporate Risk Register  Internal Audit Terms of Reference – Annual Review  Managing the risk of fraud – progress on action plan	Audit Manager  Chief Fire Officer  Audit Manager  Chief Fire Officer
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	<b>Audit Committee:-</b>  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	<b>Audit Committee:-</b>  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

Date of Meeting	Item	Details and responsible officer
7th June 2010 to follow formal meeting	Audit Committee Private meeting with External Auditors	
Week commencing 21 <sup>st</sup> June 2010 Date and time to be confirmed	Workshop for Members on Statement of Accounts	Treasurer
28th June 2010	<b>Authority</b> to approve the Governance Statement <b>Authority</b> 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