

WEST MIDLANDS FIRE AND RESCUE AUTHORITY

AUDIT COMMITTEE WORK PROGRAMME 2014/15

Date of Meeting	Item	Responsible Officer	Completed
2014			
21 July [Authority]	Annual Report of the Audit Committee 2013/14	Chair	
1 September	Corporate Risk 2013/14 – Quarter 4 Treasury Management Annual Report 2013/14 CIPFA Audit Committee Update	Director of Service Support Treasurer Audit Manager	
22 September [Authority]	Audit Issues 2013/14 Approval of Statement of Accounts 2013/2014	Grant Thornton Treasurer	

13 October	<p>Quarter 1 Internal Audit Progress Report</p> <p>Quarter 1 Corporate Risk Report</p> <p>Annual Audit and Inspection Letter</p> <p>Treasury Management – Mid year review 2014/15</p> <p>Audit Committee – Knowledge and Skills Framework</p>	<p>Audit Manager</p> <p>Director of Service Support</p> <p>Grant Thornton</p> <p>Treasurer</p> <p>Audit Manager</p>	
24 November [Authority]	Annual Audit Letter 2013/14	Grant Thornton	
November	<i>Corporate Risk Management Training</i>	POST	
2015			
19 January	<p>Quarter 2 Internal Audit Progress Report</p> <p>Internal Audit Charter – Annual Review</p> <p>Quarter 2 Corporate Risk Report</p> <p>Evaluating the effectiveness of the Audit Committee</p>	<p>Audit Manager</p> <p>Audit Manager</p> <p>Director of Service Support</p> <p>Audit Manager</p>	

23 March	<p>External Audit Update</p> <p>Quarter 3 Internal Audit Progress Report</p> <p>Strategy for Internal Audit 2015/16 – 2017/18</p> <p>Audit Committee Skills Audit</p> <p>Quarter 3 Corporate Risk Report</p> <p><i>Committee Members' Private meeting with Internal Auditors (to follow Committee)</i></p>	<p>Grant Thornton</p> <p>Audit Manager</p> <p>Audit Manager</p> <p>Audit Manager</p> <p>Director of Service Support</p> <p><i>Audit Manager</i></p>	
13 April [Authority]	Approval of Audit Plan 2014/2015 [fee letter and proposed actions].	Grant Thornton	
15 June	<p>System Memorandum (If applicable)</p> <p>Annual Internal Audit Report</p> <p>Review of the Effectiveness of the System of Internal Audit</p> <p>Consider Governance Statement</p>	<p>Grant Thornton</p> <p>Audit Manager</p> <p>Audit Manager</p> <p>Treasurer</p>	
15 June (ctd)	Annual Whistleblowing report	Monitoring Officer/Director of Service Support	

	<p>Annual Report of the Audit Committee</p> <p>Quarter 4 Corporate Risk Report</p> <p>External Opinion Plan 2014/15 Audit Year (approach to financial statements)</p> <p><i>Committee Members' Private meeting with External Auditors</i></p> <p><i>Workshop for Members on Statement of Accounts</i></p>	<p>Chair</p> <p>Director of Service Support</p> <p>Grant Thornton</p> <p><i>Grant Thornton</i></p> <p><i>Treasurer</i></p>	
29 June [Authority]	<p>Approval of the Governance Statement 2014/2015</p> <p>Audit Committee – Terms of Reference, Annual Review (will now be reported to the Authority's AGM)</p>	<p>Treasurer</p> <p>Audit Manager</p>	