

WEST MIDLANDS FIRE AND RESCUE AUTHORITY

AUDIT COMMITTEE WORK PROGRAMME 2013/14

Date of Meeting	Item	Responsible Officer	Completed
2013			
24 June [Authority]	Approval of the Governance Statement 2012/2013	Treasurer	24 June 2013
	Annual Report of the Audit Committee 2012/13	Chair	24 June 2013
9 September Meeting cancelled	Annual Governance Report 2012/2013	Grant Thornton	
	Progress Report on Organisational Assurance	Director Technical and Operational Support (TOpS)	
	Quarter X 2012/13 Corporate Risk Report	Director TOpS	
	Treasury Management Annual Report 2012/13	Treasurer	
16 September [Authority]	Approval of Annual Governance Report 2012/2013	Grant Thornton	16 September 2013
	Approval of Statement of Accounts 2012/2013	Treasurer	16 September 2013

Dated January 2014

Agenda Item 8

14 October	Quarter X 2012/13 Corporate Risk Report Treasury Management Annual Report 2012/13 Quarter 1 Internal Audit Progress Report Quarter 1 Corporate Risk Report Treasury Management – Mid year review 2013/14	Director Technical and Operational Support (TOpS) Treasurer Audit Manager Director TOpS Treasurer	
25 November Meeting cancelled	Corporate Risk Management Training Annual Audit and Inspection Letter Audit Committee Skills Audit Audit Committee Self assessment exercise	DCFO Support Team Audit Manager Director Resources	

Dated January 2014

2014			
20 January	Quarter 2 Internal Audit Progress Report Internal Audit Terms of Reference – Annual Review Quarter 2 Corporate Risk Report	Audit Manager Audit Manager Director TOpS	
24 March Also training to be undertaken	External Audit Update Quarter 3 Internal Audit Progress Report Strategy for Internal Audit 2014/15 – 2016/17 Quarter 3 Corporate Risk Report <i>Committee Members' Private meeting with Internal Auditors (to follow Committee)</i>	Grant Thornton Audit Manager Audit Manager Director TOpS Audit Manager	
14 April [Authority]	Approval of Audit Plan 2013/2014 [fee letter and proposed actions].	Grant Thornton	

9 June	System Memorandum (If applicable)	Grant Thornton	
	Annual Internal Audit Report	Audit Manager	
	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	
	Consider Governance Statement	Treasurer	
	Annual Whistleblowing report	Monitoring Officer/Director Human Resources	
	Annual Report of the Audit Committee	Chair	
	Quarter 4 Corporate Risk Report	Director TOPS	
	External Opinion Plan 2013/14 Audit Year (approach to financial statements)	Grant Thornton	
	<i>Committee Members' Private meeting with External Auditors</i>	<i>Grant Thornton</i>	
	<i>Workshop for Members on Statement of Accounts</i>	<i>Treasurer</i>	

21 July [Authority]	Approval of the Governance Statement 2013/2014	Treasurer	
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