

Audit Committee – Draft Work Plan for 2009/10

	Agenda Item / Issue	2010			2011		
		June	September	November	January	March	April
1	Review of internal audit annual plan.						X
2	Review of internal audit progress reports and summary of key findings.	X	X	X	X	X	X
3	Review of final accounts timetable, plans, progress and any updates on changes to financial procedures.				X		X
4	Review of final accounts and financial statements.	X					
5	Review and approval of audited final accounts and financial statements.		X				
6	Review and approval of the process for compiling the Annual Governance Statement				X		
7	Approval of the Annual Governance Statement	X					
8	Review of external audit annual plan (June) and their annual letter (January).	X			X		
9	Receipt of Head of Internal Audit's annual report.	X					
10	Private discussions with internal and external audit (if required).	X	X	X	X	X	X
11	Self-assessment of Audit Committee's effectiveness and review its terms of reference and the Council's	X					
12	Review of the effectiveness of the system of Internal Audit	X					
13	Review of Internal Audit's terms of reference and the Council's Audit strategy					X	
14	Risk Management update and review of losses and special payments.		X		X		X

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15	Receipt of assurance reports i.e. Performance Management; Standards; Overview & Scrutiny; or Monitoring Officer as appropriate.	X	X	X	X	X	X
16	Review of other reports and policies as appropriate e.g. Internal Audit reports identifying significant risks, changes to Financial Regulations, Inspection Reports.	X	X	X	X	X	X
17	Receipt of report on CIPFA Benchmarking exercise for Internal Audit			X			
18	Review of treasury management policies and practices including the annual investment strategy.	X			X		