

**AUDIT COMMITTEE  
DRAFT PROGRAMME OF MEETINGS AND FORWARD WORK PROGRAMME  
2014 – 2015**

DATE OF MEETING	FORWARD WORK PROGRAMME	OFFICER RESPONSIBLE	UPDATE
<b>2014</b>			
<b>18<sup>th</sup> June</b>	Information and Action Requests (if applicable).	Chief Internal Auditor (CIA)	
	Updated Forward Work Programme	CIA	
	Approval of the draft Annual Governance Statement 2013-14	Head of Finance & Performance	
	Pre-audited Statement of Accounts 2013/14	Head of Finance & Performance	
	Complete Audits (if applicable)	CIA	
	Head of Audit's Annual Opinion Report 2013/14	CIA	
	External Auditors / Inspection Reports (where applicable). -  Financial Audit Outline Report 2013/14; Certification of Grants & Returns 2012/13,.	Head of Finance & Performance / WAO / KPMG	
	IASS Outturn Report April and May 2014.	CIA	
	Implementation of Recommendations (if applicable)	CIA	
<b>25<sup>th</sup> September</b>	Information and Action Requests	CIA	
	Updated Forward Work Programme	CIA	
	Final Annual Governance Statement and summary of assurance 2013/14	Head of Finance and Performance	
	Statement of Audited Accounts	Head of Finance and Performance / KPMG	
	Treasury Management Outturn 2013/14	Head of Finance and Performance	
	Internal Audit 5 months Outturn Report April to August 2014.	CIA	
	Completed Audits Report (where applicable)	CIA	
	Implementation of Recommendations Report (where applicable)	CIA	
	External Auditors / Inspection Reports (where applicable). - Audit of Financial Statement Report 2013/14 (ISA 260)	Head of Finance & Performance / WAO / KPMG	
<b>20<sup>th</sup> November</b>	Up dated Forward Work Programme	CIA	
	Information and Action Requests (where applicable)	CIA	
	Update on IASS Performance including Client Satisfaction Survey Results.	CIA	
	Fraud update	Benefits Manager	
	Corporate Risk Assessment Review 2014/15.	Head of Finance and Performance	
	Completed Audits Report (if applicable)	CIA	
	Internal Audit Outturn Report – April 2014 to October 2014	CIA	
	External Auditors / Inspection Reports (where applicable). – Annual Audit Letter	Head of Finance & Performance / WAO / KPMG	
<b>2015</b>			
<b>15<sup>th</sup> January</b>	Up dated Forward Work Programme	CIA	
	Information and Action Requests (if	CIA	

APPENDIX A

	applicable)		
	<b>Internal Audit 9 months Outturn Report April 2014 – December 2014</b>	CIA	
	<b>Completed Audits (where applicable)</b>	CIA	
	<b>Implementation of Recommendations Report (if Applicable)</b>	CIA	
	<b>Report on the work undertaken on School Audits.</b>	CIA	
	<b>External Auditors / Inspection Reports (where applicable)</b>	<b>Head of Finance &amp; Performance / WAO/ KPMG</b>	
<b>16<sup>th</sup> April</b>	<b>Information and Action Requests (where applicable)</b>	CIA	
	<b>Updated Forward Work Programme</b>	CIA	
	<b>Proposed Forward Work Programme 2015-16.</b>	CIA	
	<b>Internal Audit proposed Annual Strategy and Audit Plan 2015-2016.</b>	CIA	
	<b>Governance – Compliance with Public Sector Internal Audit Standards for 2014-15</b>	CIA	
	<b>Audit Committee – Terms of Reference</b>	CIA	
	<b>Internal Audit Shared Service Charter and Terms of Reference</b>	CIA	
	<b>Completed Audits (where applicable)</b>	CIA	
	<b>Head of Audit’s Annual Opinion Report and outturn for the Year 2014/15</b>	CIA	
	<b>External Auditors / Inspection Reports (if applicable): - Financial audit Outline Report 2014-15; Certification of grants and return 2013/14</b>	<b>Head of finance &amp; Performance / WAO/ KPMG</b>	