

**SUGGESTED AUDIT COMMITTEE CORE WORK PROGRAMME**

**MARCH MEETING:**

- Advise on Internal audit's periodic operational plan for the new financial year
- Consider the Audit Commission's audit plan
- Undertake the annual quality review of Internal audit
- Advise on the controls assurance framework for production of the current year's Statement on Internal Control
- Review the Internal audit, Risk and Assurance Service's business plan for the new financial year
- Receive a quarterly update on Internal audit's programme of work
- Consider any residual actions arising from the previous year's Statement on internal control
- Consider the Audit Commission's audit letter for the previous financial year
- Consider the annual review of the Risk management strategy
- Receive the annual report on Risk management

**LATE JUNE MEETING:**

**Strategy Deadline 30<sup>th</sup> June (assuming meeting with 2-5 days before)**

- \* **Consider the Chief Internal Auditor's Annual report and opinion**
- \* **Consider and advise the Standards and Governance Committee on the Statement on internal control**
- \* **Consider and advise the Standards and Governance Committee on the Statement of accounts**
- \* **Consider the Audit Commission's pre-statement reports**
- Receive a quarterly update on Internal audit's programme of work
- Consider any residual actions arising from the previous year's Statement on internal control

**LATE SEPTEMBER MEETING:**

**Strategy Deadline 30<sup>th</sup> Sept (assuming meeting with 2-5 days before)**

- \* **Consider the Audit Commission's Annual governance report**
- Advise on the Internal audit strategy for the next financial year
- Consider the mid-year review of Internal audit's operational plan for the current financial year
- Consider the mid-year review on Risk management
- Receive a quarterly update on Internal audit's programme of work
- Consider any residual actions arising from the Statement on internal control

**DECEMBER/JANUARY MEETING:**

- Receive a quarterly update on Internal audit's programme of work
- Consider any residual actions arising from the Statement on internal control
- Consider the Audit Commission's CPA review of Use of resources
- Consider the Audit Commission's Post-Statements report
- Consider the Audit Commission's Data Quality report
- Advise on the annual review of the Anti Fraud and Anti Corruption Strategy

**NB Items marked \* are subject to statutory timescales. As such it is essential that Audit Committee meetings are held at the stated times to ensure**

**assurance can be provided to the Standards and Governance Committee within the prescribed timescales.**