

**AUDIT COMMITTEE  
PROGRAMME OF MEETINGS AND FORWARD WORK PROGRAMME  
2012 – 2013**

DATE OF MEETING	FORWARD WORK PROGRAMME	OFFICER RESPONSIBLE	UPDATE
<b>2012</b>			
17 <sup>th</sup> Sept.	Proposed Forward Work Programme – 2012-13	Head of Audit (HOA)	complete
	Head of Audit annual opinion report	HOA	complete
	Draft Annual Governance Statement	HOA	complete
	Statement of Audited Accounts ISA 260 Report	External Auditor – Grant Thornton / HOA	complete
	Internal Audit Strategy*	HOA	complete
	Internal Audit Terms of Reference*	HOA	complete
	Internal Audit Annual Plan 2012-13* (* may be incorporated into one report)	HOA	complete
	External Auditors / Inspection Reports (if applicable) – Reports Submitted Included - Regulatory Programme for Performance Audit 2012-13; Certification of Grants and Returns 2010/11; External Auditors Accounts Audit Approach Memorandum	WAO/ GRANT THORNTON	complete
19 <sup>th</sup> November	Information and Action Requests Carried Forward (if applicable)	HOA	N/A
	Forward Work Programme amendments (if applicable)	HOA	Complete
	Completed Audits (if applicable)	HOA	N/A
	Half Year Outturn Report – April to September	HOA	Complete
	External Auditors / Inspection Reports (if applicable). Report being submitted – Improvement Assessment Letter	WAO/ GRANT THORNTON	Completed
	Risk Management - Update	HOA	B/F from January 13 Completed
<b>2013</b>			
25 <sup>th</sup> February 2013	Information and Action Requests Carried Forward	HOA	
	Forward Work Programme amendments (if applicable)	HOA	
	Completed Audits (if applicable)	HOA	
	3 <sup>rd</sup> Quarter Outturn Report – April to December.	HOA	
	Revised Plan (if appropriate)	HOA	
	Fraud update – Anti-Fraud & Corruption arrangements.	HOA	
	External Auditors / Inspection Reports (if applicable).	WAO/ GRANT THORNTON	
29 <sup>th</sup> April 2013	Information and Action Requests Carried Forward	HOA	
	Forward Work Programme amendments (if applicable)	HOA	
	Completed Audits (if applicable)	HOA	
	Governance – Effectiveness of the Audit Committee	HOA	
	Implementation of Recommendations Report (if applicable)	HOA	

APPENDIX A

	<b>External Audit Plan</b>	<b>GRANT THORNTON</b>	
	<b>External Auditors / Inspection Reports (if applicable)</b>	<b>WAO/ GRANT THORNTON</b>	
	<b>Proposed Forward Work Programme May 2013 to April 2014</b>	<b>HOA</b>	
	<b>Governance – Compliance with CIPFA Standards for Internal Audit</b>	<b>HOA</b>	
	<b>Risk Management Update</b>	<b>HOA</b>	