

**WORK PROGRAMME 2012/13**

**13th December 2012**

- Audit Commission Annual Governance Report
- Corporate Risk Register
- Internal Audit Monitoring Report –  
to include an update on the questions raised with regard to the  
following items:
  - Housing Tenancy
  - Recruitment
- Individual Reports for completed audits
- Internal Audit Performance and Workload
- Benefits Investigations
- Risk Management
- Working Session / discussion on the Internal Audit Plan – Look at the  
risk calculation
  - Value for Money
  - Are service areas working / impact on customers, have services  
improved for customers following transformation and shared  
services

**14th March 2013**

- Audit Commission Annual Audit Letter
- Audit Commission Certification of Claims & Returns
- Audit Commission Opinion Plan
- Internal Audit Monitoring Report
- Individual Reports for completed audits
- Internal Audit Performance and Workload
- Internal Audit DRAFT Annual Plan 2013/2014
- Risk Management

**To Be Allocated To Suitable Dates**

- Departmental Risk Registers – High Level Actions, quarterly reports (to  
include a frontline service and a support service.
- Departmental Risk Registers – Detailed reports to be provided  
periodically
- Contracts Register – ‘due process’ update to be provided with regard to  
contracts entered into and that the Legal Services Team see all  
contracts entered into
- Internal Audit 3 year plan 2012/2013 – 2014/2015

- End of Year Report from the Chairman, to include a reflective view of the Audit Board - **March 2013?**
- Best practice – speaker from another authority on operation of their member Audit review and monitoring arrangements