

## 2013/14 Work Programme

Topic	Lead	4-12-13	22-1-14	26-3-14	25-6-13
1. Apologies for Absence and Notification of Substitute Members	Chairman of AARC	Standing Agenda Item			
2. Declarations of Interest	Chairman of AARC	Standing Agenda Item			
3. Petitions and Requests to Address the Meeting	Chairman of AARC	Standing Agenda Item			
4. Urgent Business	Chairman of AARC	Standing Agenda Item			
5. Minutes of the previous meeting	Chairman of AARC	Standing Agenda Item			
Training Session	Chairman of AARC and Head of Finance & Procurement		✓		
Review of Work Programme	Chairman of AARC and Head of Finance & Procurement	Standing Agenda Item			
External Audit Annual Certification of Claims Report	Ernst Young		✓		
External Audit Progress Update	Ernst Young	✓		✓	✓
External Audit Fee Letter	Ernst Young		✓		
External Audit Annual Results Report	Ernst Young				
External Audit Annual Audit Letter	Ernst Young	✓			
Audit Committee Annual Report	Chairman of AARC and Head of Finance & Procurement				✓
Internal Audit Progress Report	Chief Internal Auditor	✓		✓	✓
Follow up on Internal Audit Report	Chief Internal Auditor	As required			
Internal Audit Annual Plan	Chief Internal Auditor			✓	
Internal Audit Annual Report	Chief Internal Auditor				✓
Corporate Risk Register and Risk Strategy	Corporate Performance Manger and Head of Finance & Procurement			✓	
Risk Management Update	Corporate Performance Manger and Head of Finance & Procurement	✓		✓	✓
Anti Fraud and Corruption plus Whistle blowing Update (verbal update at every meeting)	Head of Finance & Procurement and Fraud Manager	✓	✓	✓	✓
Review of the Anti Fraud and Corruption Strategy	Head of Finance & Procurement and Fraud Manager			✓	
Accounting Policies	Head of Finance & Procurement			✓	
Annual Governance Statement Review	Head of Finance & Procurement				✓
Statement of Accounts Review	Head of Finance & Procurement				
Statement of Accounts Approval***	Head of Finance & Procurement				
Treasury Management Budget Monitoring & Compliance	Head of Finance & Procurement	✓	✓		✓
Treasury Management Strategy	Head of Finance & Procurement	✓	✓		
IT access - follow up to EY report	Head of Finance & Procurement		✓		
Purchase Orders - Update	Head of Finance & Procurement	✓			