

## Audit Committee Work Programme

Topic	Frequency	24 Sept 09	10 Dec 09	25 Mar 10	Jun 10	Sep 09	Dec 09
<b>Risk Management</b>							
Risk Management Update	Annual						
<b>Assurance Statements</b>							
Annual Governance Statement	Annual						
Standard of Conduct Report	Annual						
Update on Internal Control Issues	As and when						
<b>Internal Audit</b>							
Audit Plan	Annual						
Audit Progress Report	Each Meeting						
Annual Report	Annual						
Client Briefing Notes	As and when						
<b>External Audit</b>							
Audit Plan	Annual						
Report on the Audit of the Main SBDC Accounts	Annual						
Annual Audit and Inspection Letter	Annual						
<b>Statement of Accounts</b>							
Approval of Main SBDC Accounts	Annual						
Approval of Farnham Charitable Trust Accounts	Annual						
Final Accounts Issues	If necessary						
<b>Other</b>							
Use of Resources Assessment	As and when						