AUDIT AND GOVERNANCE COMMITTEE – WORK PROGRAMME **2022/2023 Municipal Year**

NOTE – all Meetings to commence at 2.00 p.m.

	Mtg. No.	1	2	3	Dev. Mtg.	4	5	6	7
Committee Work Area	**Contact / Author**	**01.06.22**	**27.07.22**	**14.09.22**	**12.10.22**	**16.11.22**	**18.01.23**	**15.03.23**	**26.04.23**
Committee Arrangements									
Committee Work Programme	AS	X	X	X		X	X	X	X
Minutes/Actions Arising	WW	X	X	X		X	X	X	X
Review of Terms of Reference	AS				X				
Self-Assessment/Effectiveness Review	RW				X			X	
Internal Control and Governance Environment									
Local Code of Corporate Governance	MMc/AS						X		
Annual Governance Review Process	AS						X		
Annual Governance Statement (Draft/Final)	AS		X(D)			X(F)			
AGS Action Plan Update	AS	X		X			X		X
Anti-Fraud									
Annual Fraud Report	RW	X							
Corporate Anti-Fraud Plan	RW	X (Ex)							
Corporate Anti-Fraud Strategy	RW							X	
Corporate Fraud Team – Update Report	RW			X				X	
Corporate Risk Management									
Risk Management Policy & Strategy	AS								X
Annual Risk Management Report	AS	X							
Strategic Risk Register	AS	X	X	X		X	X	X	X
Internal Audit									
Internal Audit Charter (Annual)	RW	X							
Internal Audit Plan	RW	X (Ex)					X		X
Internal Audit Quarterly Report	RW		X			X		X	
Internal Audit Annual Report (Interim / Final)	RW		X (I)	X(F)					

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External Audit (Grant Thornton)									
Audit Finding Report (ISA260 Report)	GT					X			
External Audit Plan (2021/22)	GT	X							
Auditors Annual Report on 2021/22 VFM Arrangements	GT						X		
External Audit Progress Report/Update	GT		X	X		X	X	X	X
Financial Reporting and Accounts									
Financial Regulations	NC/SLo		X				X		
Medium Term Financial Strategy	NC/SLo							X	
Statement of Accounts (Draft / Final)	NC		X(D)			X(F)			
Corporate Finance and Performance Management & Capital Programme Update	NC			X				X	
Treasury Management Annual Report	NC		X						
Treasury Management Progress Report (inc. in the corporate finance update)	NC							X	
Treasury Management Policy & Strategy Statement (inc. in the MTFS update)	NC							X	
Designated Schools Grant (inc. in the MTFS update)	NC							X	
Other Corporate Functions contributing to overall assurance programme to be determined:									
Update on Glassworks	KMcA	X (Ex)		X		X		X	
Update on Covid-19 Response	SLa		X			X			X
Information Governance and Cyber Security update (twice yearly)	SJH	X				X			
DPO Update (twice yearly)	RW	X				X			
Human Resources (annual)	MP/JH						X		
Health & Safety Resilience (Annual)	MP/SD						X		

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Confidential Reporting (Whistleblowing) Annual Report	Sla/RW								X
Business Continuity/Emergency Resilience (Annual)	MP/SD								
Procurement (Annual)	NC/CA								
Performance Management (Annual)	MP/MR						X		
Asset Management (Annual)	DS								
Ethical Framework (Annual)	SLa/RW								
Equality and Inclusion (Annual)	MP/HD						X		
Partnerships (Annual)	NC/RW								
Local Government and Social Care Ombudsman Decision on Planning Complaint	MMcC		X				X		
Local Government and Social Care Ombudsman Annual Letter	MP			X					
Review of Peer Challenge Activity Across the Council	SLa							X	
Revised Constitution	SLa								

Strategic Risk Presentations

Risk	SMT Lead	01.06.22	27.07.22	14.09.22	12.10.22 (Dev. Mtg.)	16.11.22	18.01.23	15.03.23	26.04.23
Community Resilience	WL	X							
Safeguarding Children	MJ-R		X						
SEND	MJ-R		X						
Glassworks	MG			X					
Inclusive Economy	MG			X					
Partnership and Collaboration Governance	SLa					X			
Health Protection (CV19)	JB					X			
Emergency Resilience	SLa					X			
Safeguarding Adults	WL	X							
Responsibilities under the Care Act 2014	WL						X		
Educational Outcomes Progress	MJ-R						X		
Financial Sustainability	NC							X	
Threat of Fraud	SLa							X	
Organisational Resilience	SLa								X
Zero Carbon and Environmental Commitments	MG								X

Training / Awareness Sessions

NOTE – Training session to commence at 1.00 p.m.

Subject / Theme	**Contact / Author**	**01.06.22**	**27.07.22**	**14.09.22**	**12.10.22 (Dev. Mtg.)**	**16.11.22**	**18.01.23**	**15.03.23**	**26.04.23**
Treasury Management Presentation	IR/NC		X						
Procurement	CA						X		
VFM	SL/PD								
Council Plan	SLa								
Climate and Sustainability Commitments	KMcA/SC					X			
People Strategy	MP/PQ							X	
Role of the Monitoring Officer	SB								
Designated Schools Grant	NC								
Partnership Governance	NC/RW								
MCA – Understanding the Finances	NC								