

ROLLING AUDIT & GOVERNANCE TIMETABLE OF PLANNED REPORTS TO AUDIT AND GOVERNANCE COMMITTEE

	Report	Committee Date	Report Of	Comments
1	Audit & Governance Committee update	15 November 2022	Grant Thornton	
2	Audit Findings Report and Management Representation Letter	15 November 2022	Grant Thornton	
3	Annual Statement of Accounts	15 November 2022	Executive Director Finance	
4	Councillor Code of Conduct – following finalisation of LGA new Model Code	15 November 2022	Monitoring Officer	
1	Audit & Governance Committee update	9 February 2023	Grant Thornton	
2	Auditor’s Annual Report	9 February 2023	Grant Thornton	
3	Internal Audit Quarterly Update	9 February 2023	Audit Manager	
4	Risk Management Quarterly Update	9 February 2023	Assistant Director – Finance	

Page 187

	Report	Committee Date	Report Of	Comments
5	Audit Committee Effectiveness	9 February 2023	Audit Manager	
6	Review of the Constitution and Scheme of Delegation for Officers	9 February 2023	Monitoring Officer	
7	Review of Financial Guidance	9 February 2023	Assistant Director Finance	
1	Audit and Governance Committee update	22 March 2023	Grant Thornton	
2	Internal Audit Charter and Audit Plan	22 March 2023	Audit Manager	
3	Review of the Constitution and Scheme of Delegation for Officers	22 March 2023	Monitoring Officer	Annual review in March from 2023 onwards
4	Informing the Audit Risk Assessment	22 March 2023	Grant Thornton	<i>March or April (ideally March)</i>
5	Review of the Treasury Management Strategy Statement, Minimum Revenue Provision Policy Statement and Annual Investment Statement and the Treasury Management Strategy Statement and Annual Investment Strategy Mid-Year Review Report	22 March 2023	Executive Director Finance	<i>March or April (ideally March)</i>

Page 188

	Report	Committee Date	Report Of	Comments
6	Final Accounts – Accounting Policies and Action Plan	22 March 2023	Assistant Director of Finance	<i>March or April (ideally March)</i>
7	Internal Audit Service – External Quality Assessment	22 March 2023	Audit Manager & External Quality Assessor	<i>Report on Internal Audit's compliance with Public Sector Internal Audit Standards</i>
	Private meeting of Internal and External Auditors and Committee members	March		
1	Audit & Governance Committee update	20 April 2023	Grant Thornton	
2	Public Sector Internal Audit Standards/Quality Assurance and Improvement Programme	20 April 2023	Audit Manager	<i>Update following receipt of EQA Report from 22 March 2023 meeting</i>
3.	Annual Report of the Chair of Audit & Governance Committee	20 April 2023	Audit Manager / Chair	
4	Review of Financial Guidance	20 April 2023	Assistant Director Finance	From 2023 onwards to be considered in April each year.
5	Councillor Code of Conduct	20 April 2023	Monitoring Officer	<i>Annual refresh</i>

2023/24 Year

1	Audit & Governance Committee update	[late] June 2023	Grant Thornton	
2	External Audit Plan	[late] June 2023	Grant Thornton	
3	Internal Audit Annual Report and Quarterly Update for 2022/23	[late] June 2023	Audit Manager	
4	Annual Governance Statement and Code of Corporate Governance	[late] June 2023	Chief Executive	
5	Risk Management Quarterly Update	[late] June 2023	Assistant Director, Finance	
1	Audit & Governance Committee update	xx August 2023	Grant Thornton	
2	Risk Management Quarterly Update	xx August 2023	Assistant Director – Finance	
3	Internal Audit Quarterly Update	xx August 2023	Audit Manager	
	Private meeting of Internal and External Auditors and Committee members	xx August 2023		

Page 190

1	Audit Findings	Xx September 2023	Grant Thornton	
2	Management Representation Letter	XX September 2023	Grant Thornton	
3	Annual Statement of Accounts	Xx September 2023	Executive Director Finance	
4	Annual Treasury Outturn	xx September 2023	Executive Director Finance	<i>Could be moved to October if required</i>
5	Regulation of Investigatory Powers Act (RIPA) Annual Report & Review of the RIPA Policy	Xx September 2023	Assistant Directors, Partnerships	Agreed that this be moved to September 2023.
1	Audit & Governance Committee update	XX October 2023	Grant Thornton	
2	Internal Audit Quarterly Update	XX October 2023	Audit Manager	
3	Counter Fraud Update	XX October 2023	Audit Manager	
4	Risk Management Quarterly Update	XX October 2023	Assistant Director	

			- Finance	
5	Local Government Ombudsman's Annual Review and Report 2021/22	XX October 2023	Assistant Director – People	<i>Check whether September or October meeting is preferred for 2023</i>
6	Modern Slavery and Human Trafficking Statement	XX October 2023	Assistant Director – Partnerships	<i>Check whether September or October meeting is preferred for 2023</i>

Note: *It is proposed that training on the role of the Audit Committee from the external auditors and training on the role of internal audit to take place in early June outside of the Committee meeting as part of the annual Member Training programme.*

The Portfolio Holder for Finance, Risk and Customer Services