

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

	Report	Committee Date	Report Of	Comments
1	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>
2	Audit and Governance Committee update	22 March 2023	Grant Thornton	<i>Verbal Update</i>
3	Internal Audit Charter and Audit Plan	22 March 2023	Audit Manager	
4	Final Accounts – Accounting Policies and Action Plan	22 March 2023	Assistant Director of Finance	<i>March or April (ideally March)</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	

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4	Review of Financial Guidance	20 April 2023	Assistant Director Finance	From 2023 onwards to be considered in April each year.
5	Review of the Constitution and Scheme of Delegation for Officers	20 April 2023	Monitoring Officer	<i>Annual review prior to recommendation to full Council in May</i>
6	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	20 April 2023	Executive Director Finance	<i>March or April</i>
7	Auditor's Annual Report	20 April 2023	Grant Thornton	

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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	
6	Future High Street Fund Risk Report	[late June] 2023	Assistant Director, Growth & Regeneration	
7	Independent Member update	[late June] 2023	Audit Manager	Provisional date
8	Councillor Code of Conduct	[late June] 2023	Monitoring Officer	<i>Provisional date – Annual refresh to normally be in April each year.</i>
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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		

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.
6	Local Government Ombudsman's Annual Review and Report 2022/23	XX September 2023	Assistant Director – People	
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	Future High Street Fund Risk Report	XX October 2023	Assistant Director, Growth & Regeneration	
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>
1	Internal Audit Quarterly Update	XX February 2023	Audit Manager	
2	Risk Management Quarterly Update	XX February 2023	Assistant Director – Finance	
3	Audit Committee Effectiveness	XX February 2023	Audit Manager	
4	Future High Street Fund Risk Report	XX February 2023	Assistant Director, Growth & Regeneration	

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

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