

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

	<b>Report</b>	<b>Committee Date</b>	<b>Report Of</b>	<b>Comments</b>
1.	<b>Public Sector Internal Audit Standards/Quality Assurance and Improvement Programme</b>	<b>20 April 2023</b>	<b>Audit Manager</b>	<i>Update following receipt of EQA Report from 22 March 2023 meeting</i>
2.	<b>Annual Report of the Chair of Audit &amp; Governance Committee</b>	<b>20 April 2023</b>	<b>Audit Manager / Chair</b>	
3.	<b>Review of Financial Guidance</b>	<b>20 April 2023</b>	<b>Assistant Director Finance</b>	<i>From 2023 onwards to be considered in April each year.</i>
4.	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>

2023/24 Year

1.	Audit & Governance Committee update	[late June] 2023	Grant Thornton	<i>Moved from April 23 Meeting</i>
2.	<b>External Audit Plan</b>	<b>[late] June 2023</b>	<b>Grant Thornton</b>	
3.	<b>Internal Audit Annual Report and Quarterly Update for 2022/23</b>	<b>[late] June 2023</b>	<b>Audit Manager</b>	
4.	<b>Annual Governance Statement and Code of Corporate Governance</b>	<b>[late] June 2023</b>	<b>Chief Executive</b>	
5.	<b>Risk Management Quarterly Update</b>	<b>[late] June 2023</b>	<b>Assistant Director, Finance</b>	
6.	<b>Future High Street Fund Risk Report</b>	<b>[late June] 2023</b>	<b>Assistant Director, Growth &amp; Regeneration</b>	
7.	<b>Review of the Constitution and Scheme of Delegation for Officers</b>	[late June] 2023	<b>Monitoring Officer</b>	
8.	Independent Member update	[late June] 2023	Audit Manager	Provisional date
9.	Councillor Code of Conduct	[late June] 2023	Monitoring Officer	<i>Provisional date – Annual refresh to normally be in April each year.</i>
10.	External Quality assessment – Action Plan (quarterly update)	[late June] 2023	Audit Manager	

11.	Auditor's Annual Report	[late June] 2023	Grant Thornton	<i>Moved from April 23 Meeting</i>
<b>1</b>	<b>Audit &amp; Governance Committee update</b>	<b>xx August 2023</b>	<b>Grant Thornton</b>	
<b>2</b>	<b>Risk Management Quarterly Update</b>	<b>xx August 2023</b>	<b>Assistant Director – Finance</b>	
<b>3</b>	<b>Internal Audit Quarterly Update</b>	<b>xx August 2023</b>	<b>Audit Manager</b>	
	Private meeting of Internal and External Auditors and Committee members	xx August 2023		
<b>1</b>	<b>Audit Findings</b>	<b>Xx September 2023</b>	<b>Grant Thornton</b>	
<b>2</b>	<b>Management Representation Letter</b>	<b>XX September 2023</b>	<b>Grant Thornton</b>	
<b>3</b>	<b>Annual Statement of Accounts</b>	<b>Xx September 2023</b>	<b>Executive Director Finance</b>	
<b>4</b>	Annual Treasury Outturn	xx September 2023	Executive Director Finance	<i>Could be moved to October if required</i>
<b>5</b>	Regulation of Investigatory Powers Act (RIPA) Annual Report & Review of the	Xx September 2023	Assistant Director, Partnerships	Agreed that this be moved to September 2023.

	RIPA Policy			
6	Local Government Ombudsman's Annual Review and Report 2022/23	XX September 2023	Assistant Director – People	
7	External Quality assessment – Action Plan (quarterly update)	XX September 2023	Audit Manager	
1	<b>Audit &amp; Governance Committee update</b>	<b>XX October 2023</b>	<b>Grant Thornton</b>	
2	<b>Internal Audit Quarterly Update</b>	<b>XX October 2023</b>	<b>Audit Manager</b>	
3	<b>Counter Fraud Update</b>	<b>XX October 2023</b>	<b>Audit Manager</b>	
4	<b>Risk Management Quarterly Update</b>	<b>XX October 2023</b>	<b>Assistant Director – Finance</b>	
5	<b>Future High Street Fund Risk Report</b>	<b>XX October 2023</b>	<b>Assistant Director, Growth &amp; Regeneration</b>	
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	<b>Internal Audit Quarterly Update</b>	<b>XX February 2024</b>	<b>Audit Manager</b>	

2	Risk Management Quarterly Update	XX February 2024	Assistant Director – Finance	
3	Audit Committee Effectiveness	XX February 2024	Audit Manager	
4	Future High Street Fund Risk Report	XX February 2024	Assistant Director, Growth & Regeneration	
5	External Quality assessment – Action Plan (quarterly update)	XX February 2024	Audit Manager	
1	Audit and Governance Committee update	XX March 2024	Grant Thornton	<i>Verbal Update</i>
2	Internal Audit Charter and Audit Plan	XX March 2024	Audit Manager	
3	Final Accounts – Accounting Policies and Action Plan	XX March 2024	Assistant Director of Finance	<i>March or April (ideally March)</i>
	Private meeting of Internal and External Auditors and Committee members	March		

**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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