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

2023/24 Year

	Report	Committee Date	Report of	Comments
1	Audit Findings Report and Management Representation Letter	27 September 2023	Grant Thornton	
2	Annual Statement of Accounts	27 September 2023	Executive Director Finance	
3	Risk Management Quarterly Update	27th September 2023	Assistant Director – Finance	*Moved from 23rd August 2023*
4	Regulation of Investigatory Powers Act (RIPA) Annual Report & Review of the RIPA Policy	27 September 2023	Assistant Director, Partnerships	*Agreed that this be moved to September 2023.*
5	Modern Slavery and Human Trafficking Statement	27 September 2023	Assistant Director – Partnerships	*Check whether September or October meeting is preferred for 2023*
6	Local Government Ombudsman's Annual Review and Report 2022/23	27 September 2023	Assistant Director – People	
	Report	**Committee Date**	**Report of**	**Comments**
1	Audit & Governance Committee update	25 October 2023	Grant Thornton	

2	Internal Audit Quarterly Update and EQA Action Plan	25 October 2023	Audit Manager	
3	Annual Treasury Outturn	25 October 2023	Executive Director Finance	*Moved from September 2023*
4	Risk Management Quarterly Update	25 October 2023	Assistant Director – Finance	
5	Future High Street Fund Risk Report	25 October 2023	Assistant Director, Growth & Regeneration	
Report		**Committee Date**	**Report of**	**Comments**
	Counter Fraud update	15 Nov 2023	Audit Manager	*Moved from October 2023*
2	Councillor Code of Conduct	15 Nov 2023	Monitoring Officer	*Annual refresh to normally be in April each year*
3	Review of the Constitution and Scheme of Delegation for Officers	15 Nov 2023	Monitoring Officer	*Annual refresh to normally be in March / April each year*
Report		**Committee Date**	**Report of**	**Comments**
1	Internal Audit Quarterly Update and EQA Action Plan	8 February 2024	Audit Manager	
2	Risk Management Quarterly Update	8 February 2024	Assistant Director – Finance	

	Report	Committee Date	Report of	Comments
3	Audit Committee Effectiveness	8 February 2024	Audit Manager	
4	Future High Street Fund Risk Report	8 February 2024	Assistant Director, Growth & Regeneration	
	Report	**Committee Date**	**Report of**	**Comments**
1	Audit and Governance Committee update	20 March 2024	Grant Thornton	*Verbal Update*
2	Internal Audit Charter and Audit Plan	20 March 2024	Audit Manager	
3	Final Accounts – Accounting Policies and Action Plan	20 March 2024	Assistant Director of Finance	*March or April (ideally March)*
	Private meeting of Internal and External Auditors and Committee members	**20 March 2024**		

	Report	Committee Date	Report Of	Comments
1.	Public Sector Internal Audit Standards/Quality Assurance and Improvement Programme	24 April 2024	Audit Manager	
2.	Annual Report of the Chair of Audit & Governance Committee	24 April 2024	Audit Manager / Chair	
3.	Review of Financial Guidance	24 April 2024	Assistant Director Finance	
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	24 April 2024	Executive Director Finance	*March or April*

Note: Audit Committee member training planned for 13 June 2023

The Portfolio Holder for Operations and Finance

Items Considered by the Committee

1.	**Auditor's Annual Report**	**27June 2023**	**Grant Thornton**	
2.	**External Audit Plan**	**27 June 2023**	**Grant Thornton**	
3.	**Internal Audit Annual Report and Quarterly Update for 2022/23**	**27 June 2023**	**Audit Manager**	
4.	**Annual Governance Statement and Code of Corporate Governance**	**27June 2023**	**Chief Executive**	
5.	**Risk Management Quarterly Update**	**27 June 2023**	**Assistant Director, Finance**	
6.	**Future High Street Fund Risk Report**	**27 June 2023**	**Assistant Director, Growth & Regeneration**	
	Report	**Committee Date**	**Report of**	**Comments**
1	Audit & Governance Committee update	23 August 2023	Grant Thornton	
2	Internal Audit Quarterly Update and EQA Action Plan	23 August 2023	Audit Manager	
3	Independent Member update	23 August 2023	Audit Manager	

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