

## AUDIT COMMITTEE WORK PROGRAMME 2021/2022

DATE OF MEETING	TITLE	TYPE OF REPORT	LEAD OFFICER	OBJECTIVES AND DESIRED OUTCOMES
16 June 2021	Appointment of Vice Chair for the Municipal Year 2021/2022			To appoint a Vice Chair for the Municipal Year 2021/2022.
16 June 2021	Certification of Grant Claims and Annual Report for previous financial year	Annual		To receive the annual report from the previous financial year.
16 June 2021	Corporate Risk Register – Half Yearly Update	Update	G Greaves	To receive the half yearly update report
16 June 2021	Internal Audit Annual Report and Opinion covering the previous financial year	Annual	Audit Manager	To receive the annual report and opinion covering the previous financial year.
16 June 2021	Internal Audit Full Year Progress Report covering the previous financial year	Annual	Audit Manager	To receive the half-year progress report covering the previous financial year.
16 June 2021	Update on Audit Progress and Timetable	Update	Assistant Director	To receive an update.
16 June 2021	Cabinet Forward Decisions List			To identify any items to be considered by the Audit Committee.
16 June 2021	Work Programme 2021/2022			To identify any items for the work programme.

<b>DATE OF MEETING</b>	<b>TITLE</b>	<b>TYPE OF REPORT</b>	<b>LEAD OFFICER</b>	<b>OBJECTIVES AND DESIRED OUTCOMES</b>
26 July 2021	Annual Governance Statement covering the previous financial year 2019/2020	Annual	G Greaves	To receive the draft Annual Governance Statement covering the previous financial year.
26 July 2021	Draft Statement of Accounts 2019/2020	Draft	M Drewery	To receive the draft statement of accounts.
26 July 2021	Quarterly Budget Monitoring	Quarterly	M Drewery	
26 July 2021	Cabinet Forward Decisions List			To identify any items to be considered by the Audit Committee.
26 July 2021	Work Programme 2021/2022			To identify any items for the work programme.
26 July 2021	Risk Based Verification – Changes to Policy	EXEMPT	Jo Stanton	
6 September 2021	Annual Governance Statement covering the previous financial year 20/21	Annual	G Greaves	To receive the draft Annual Governance Statement covering the previous financial year.
6 September 2021	Business Continuity Update	Annual Update -		To receive the annual update report.
6 September 2021	Insurance Claims		M Drewery	
6 September 2021	Quarterly Budget Monitoring	Quarterly	M Drewery	To receive the quarterly monitoring report.
6 September 2021	Major Projects Risks (6 month review)	Review	M Henry	To receive a 6 month review.

6 September 2021	Major Projects Board – Update	Update	Chair	To receive an update from the Chair.
6 September 2021	Cabinet Forward Decisions List			To identify any items to be considered by the Audit Committee.
6 September 2021	Work Programme 2021/2022			To identify any items for the work programme.
22 November 2021	External Auditors’ report and ISA 260 for the previous financial year <i>(in a Covid year)</i>	Annual	External Auditors	
22 November 2021	Statement of Accounts for previous financial year <i>(in a Covid year)</i>		M Drewery	
22 November 2021	Annual Governance Statement covering the previous financial year <i>(in a Covid year)</i>		G Greaves	To receive the Annual Governance Statement covering the previous financial year.

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22 November 2021	Draft Annual Governance Statement current financial year	Annual – Draft	G Greaves	To receive the draft Annual Governance Statement for the current financial year
22 November 2021	Corporate Risk Register – half yearly update	Update	G Greaves	The Committee to receive the half yearly update report.
22 November 2021	Internal Audit Half Year Progress Report	Progress	Internal Audit Manager	To receive the half year progress report.
22 November 2021	Mid-Year Treasury Report	Mid-Year	M Drewery/ R Wilson	The Committee to receive the mid-year report.
22 November 2021	Major Projects Board – Update	Update	Chair	To receive an update from the Chair.
22 November 2021	Cabinet Forward Decisions List			To identify any items to be considered by the Audit Committee.
22 November 2021	Work Programme 2021/2022			To identify any items for the work programme.
28 February 2022	Draft Annual Governance Statement covering the current financial year	Annual – Draft	G Greaves	To receive the draft Annual Governance Statement for the current financial year.
28 February 2022	Quarterly Budget Monitoring Report	Monitoring – Quarterly	M Drewery	To receive the quarterly budget monitoring report.
28 February 2022	Strategic External Audit Plan for the following Financial Year	Strategic	External Auditors	External Auditors to present the strategic external audit plan.

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28 February 2022	Strategic Internal Audit Plan for the following Financial Year	Strategic	Internal Audit Manager	To receive the Strategic Internal Audit Plan for the following Financial Year.
28 February 2022	Major Projects Board – Update	Update	Chair	To receive an update from the Chair.
28 February 2022	Cabinet Forward Decisions List			To identify any items to be considered by the Audit Committee.
28 February 2022	Work Programme 2021/2022			To identify any items for the work programme.
14 March 2022	External Audit Plan	Annual	External Auditors – Ernst and Young	
14 March 2022	Internal Audit Plan	Annual	Internal Audit Manager	
11 April 2022	Insurance Claims		M Drewery	
11 April 2022	Major Projects Risks – (6 month review)	Review	M Henry	To receive a 6 month review report.
11 April 2022	<b>EXEMPT:</b> Risk Base Verification Policy update	Update Exempt –		To receive the exempt report on the Risk Base Verification policy.
11 April 2022	Major Projects Board – Update	Update	Chair	To receive an update from the Chair.
11 April 2022	Cabinet Forward Decisions List			To identify any items to be considered by the Audit Committee.

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11 April 2022	Work Programme 2021/2022			To identify any items for the work programme.

### **Potential Future Training Sessions**

Alternatives for service delivery (services in house and those contracted out)  
 Companies and Structures  
 Corporate Risk Register

### **Forthcoming Items – Date to be Identified**

Additional Audit Work – RIPA Desktop Inspection and GDPR legislation  
 General overview on the Council's various sources of funding  
 Housing Benefit Subsidy Report  
 Internal Audit Terms of Reference  
 Audit Committee Terms of Reference (revised draft from 17 December 2020)  
 Audit Committee Effectiveness Report 2020/2021 (2019/2020 report went to AC 27 July 2020)  
 Final Report of the Cross Party Working Group  
 Continuation of the Cross Party Working Group  
 Risk Management Policy and Strategy Review  
 Record Retention and Disposal Policy Review