



# AUDIT COMMITTEE WORK PLAN 2020/21

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|                  | 7 <sup>th</sup> October 2021   |

**AUDIT COMMITTEE WORK PLAN 2021/22**

| REPORT TITLE  | BRIEF SUMMARY   | LEAD OFFICER                         | OTHER CTTEE MEETINGS                         |
|---|---|--------------------------------------|--|
| <b>21<sup>ST</sup> SEPTEMBER 2021</b>   | <b>TRAINING DAY</b>   |                                      |  |
|   | <b>Treasury Management</b>  | Kevin/Hitesh's Team/<br>Miriam Adams | ✓  |
| <b>20<sup>TH</sup> OCTOBER 2021</b>   |   |                                      |  |
| 1. Finance Improvement Plan and Update on the Accounts  |   | Kevin Bartle/Marion Kelly            |  |
| 2. Annual Insurance Report  | Presents a summary of insurance activity for 2020/21.   | Paul Rock                            | Deferred from 29 <sup>th</sup> July 2021 mtg |
| 3. Internal Audit and Anti-Fraud update 2021/22 – Q2 Progress Update                                    | An update on the progress against the delivery of the 2020/21 Annual Internal Audit Plan. Highlights any significant issues since the last report to the Audit Committee. | Paul Rock/Bharat Mehta/              |  |
| 4. Risk Management Report 2021/22 – Q2 Progress Update & Health & Communities Directorate Risk Register | An update of risks on the Corporate Risk Register.  | Paul Rock                            |  |
| 5. Appointment of External Auditors 2023-2024   |   | Kevin Bartle                         |  |
| 6. Audit Committee Work Plan  | Review and agree items on the work plan for the Committee.  | Audit Committee Members              |  |

**AUDIT COMMITTEE WORK PLAN 2021/22**

| REPORT TITLE  | BRIEF SUMMARY   | LEAD OFFICER                | OTHER CTTEE MEETINGS                |
|---|---|-----------------------------|-------------------------------------|
| <b>24<sup>TH</sup> NOVEMBER 2021</b>  | <b>TRAINING DAY</b>   |                             |                                     |
|   | <b>Risk Session with Members</b>  |                             | PR email 7.9.21                     |
| <b>1<sup>ST</sup> DECEMBER 2021</b>   |   |                             |                                     |
| 1. Deloitte   | Standing Item   | Jonathan Gooding/Angus Fish |                                     |
| 2. Statement of Accounts 2018/19, 2019/20 – final approval of audited accounts                                | The approval of the Annual Statement of Accounts by the Audit Committee.  | Kevin Bartle                |                                     |
| 3. Statement of Account 2020/21 – Approval of Accounts  | The approval of the Annual Statement of Accounts by the Audit Committee.  | Kevin Bartle                |                                     |
| 4. Internal Audit Charter   | Annual review and approval of the Internal Audit Charter  | Paul Rock                   |                                     |
| 5. Internal Audit and Anti-Fraud update 2021/22 – Q3 Progress Update  | An update on the progress against the delivery of the 2020/21 Annual Internal Audit Plan. Highlights any significant issues since the last report to the Audit Committee. | Paul Rock/Bharat Mehta      |                                     |
| 6. Risk Management Report 2021/22 – Q3 Progress Update & Directorate Risk Register                            | An update of risks on the Corporate Risk Register.  | Paul Rock                   |                                     |
| 7. Annual Review of Anti-Bribery Policy   | Annual review and approval of the Council's Anti-Bribery policy.  | Paul Rock                   | Deferred item from October 2021 mtg |
| 8. 2022/23 Treasury Management Strategy Statement, Investment Strategy Report and Capital Strategy Report for |   | Nisar Visram /Miriam Adams  |                                     |

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|--|---|-----------------------------|----------------------|
| 2021-22  |   |                             |                      |
| 9. Complaints Report   | To review complaints made to the Independent Ombudsman. To receive a report in December and consider if a report should be provided annually.                             | Paul Rock/ Raj Chand        | PR email of 7.9.21   |
| 10. Audit Committee Work Plan  | Review and agree items on the work plan for the Committee.  | Audit Committee Members     |                      |
| <b>17<sup>TH</sup> MARCH 2022</b>  | <b>TRAINING DAY</b>   |                             |                      |
|  | <b>Risk Management</b>  | Paul Rock                   |                      |
| <b>24<sup>TH</sup> MARCH 2022</b>  |   |                             |                      |
| 1. Deloitte  | Standing Item   | Jonathan Gooding/Angus Fish |                      |
| 2. Internal Audit and Anti-Fraud update 2021/22 – Q4 Progress Update               | An update on the progress against the delivery of the 2021/22 Annual Internal Audit Plan. Highlights any significant issues since the last report to the Audit Committee. | Paul Rock/Bharat Mehta      |                      |
| 3. Risk Management Report 2021-22 – Q4 Progress Update & Directorate Risk Register | An update of risks on the Corporate Risk Register.  | Paul Rock                   |                      |
| 4. Annual Internal Audit and Counter-Fraud Strategy & Plan                         | Draft Internal Audit Plan for 2022/23. For review and approval by the Committee.  | Paul Rock                   |                      |
| 5. Draft Annual Governance Statement 2021/22                                       | For Review. Approval in July 2022 with Annual Accounts.   | Paul Rock                   |                      |
| 6. Review of Code of Corporate Governance 2020/21                                  | To report on an annual basis. Monitoring Officer.   | Matthew Mannion             |                      |

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|---|---|---|----------------------|
| 7. RIPA Policy 2021/22                                      | Regulation of Investigatory Powers Act 2000 (RIPA) relates to covert surveillance. A report updating Members on the policy and use of these powers, in accordance with the code of practice. Reviewed Annually. | Agnes Adrien  |                      |
| 8. Draft Terms of reference for 2022-23                     | Review. To be approved in July 2022   | Farhana Zia/Paul Rock   |                      |
| 9. Annual Self-Assessment and report of the Audit Committee | Self –Assessment – March 2022<br>Report by the Audit Chair to go to Full Council in July 2022   | Cllr Whitehead/ Paul Rock/<br>Charlotte Webster/<br>Farhana Zia |                      |
| 10. Audit Committee Work Plan                               | Review and agree items on the work plan for the Committee.  | Audit Committee Members   |                      |