



AUDIT COMMITTEE WORK PLAN 2022/23

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Last updated:	10 th June 2022

REPORT TITLE	BRIEF SUMMARY	LEAD OFFICER	OTHER CTTEE MEETINGS
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AUDIT COMMITTEE WORK PLAN 2022/23

REPORT TITLE	BRIEF SUMMARY	LEAD OFFICER	OTHER CTTEE MEETINGS
14TH JUNE 2022	MANDATORY TRAINING DAY Finance 1 (basic introduction to Council finance and treasury management)	Kevin Bartle/ Nisar Visram/ Miriam Adams/ Aaron Winter	
23RD JUNE 2022	MANDATORY TRAINING DAY Finance 1 (basic introduction to Council finance and treasury management)	Kevin Bartle/ Nisar Visram/ Miriam Adams/ Aaron Winter	
28TH JUNE 2022			
1. Appointment of Vice-Chair	Appointment of the vice-chair for municipal year 2022-23.	Audit Committee	
2. Terms of Reference	Terms of reference 2022/23 to be approved by the Committee.	Farhana Zia/ Aaron Winter	
3. Deloitte (the Council's appointed external auditor)	Standing Item	Jonathan Gooding/Angus Fish	
4. Update on the Annual Financial Accounts and outstanding audits - 2018/19 & 2019/20	An update on the current progress made in relation to the accounts and audit of those accounts.	Kevin Bartle/Nisar Visram/Marion Kelly	
5. Head of Internal Audit 2021/22 Opinion (Annual Report)	Report providing the annual audit opinion in accordance with the requirements of Public Sector Internal Audit Standard.	Aaron Winter	
6. Internal Audit and Anti-Fraud update 2022/23 Q1 Progress update	An update on the progress against the delivery of the 2022/23 Annual Internal Plan. Highlights any significant issues since the last report to the Audit Committee.	Aaron Winter	
7. Risk Management Report 2022-23 – Q1 Progress update & Directorate Risk Register	An update on risks in the Corporate Risk Register.	Aaron Winter	
8. Treasury Management Outturn report 2021-22	The Treasury Management Strategy Statement and the Treasury Prudential Indicators for 2021-22 were	Nisar Visram/Miriam Adams	

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REPORT TITLE	BRIEF SUMMARY	LEAD OFFICER	OTHER CTTEE MEETINGS
	approved by Council in February 2021 as required by the Local Government Act 2003. This report covers the period 1 st April 2021 to 31 st March 2022.		
9. Audit Committee Work Plan	Review and agree items on the work plan for the Committee.	Audit Committee Members	Deferred to new municipal year 2022-23 – June Mtg
5TH SEPTEMBER 2022	Special half day briefing session on the delayed completion of the Council’s financial accounts	Kevin Bartle/Nisar Visram	
21ST SEPTEMBER 2022	Extraordinary Meeting		
1. Annual Financial Accounts 2018/19 & 2019/20	The approval of the Annual Accounts by the Audit Committee including receipt of the auditor’s final reports for both years		
2. Draft Annual Governance Statement 2021-22	For Review. Approval of Statement with Annual Accounts.	Aaron Winter	Deferred to new municipal year 2022-23 – June Mtg

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17TH NOVEMBER 2022	AUDIT TRAINING DAY	Kevin Bartle/ Nisar Visram/ Miriam Adams / Aaron Winter	
	Risk Management		
24TH NOVEMBER 2022			
1. Deloitte	Standing item	Jonathan Gooding / Angus Fish	
2. Annual Financial Accounts 2020/21 & 2021/22	The approval of the Annual Accounts by the Audit Committee.	Kevin Bartle/Nisar Visram	
3. Internal Audit and Anti-Fraud update 2022/23 Q2 Progress update	An update on the progress against the delivery of the 2022/23 Annual Internal Plan. Highlights any significant issues since the last report to the Audit Committee.	Aaron Winter	
4. Risk Management Report 2022-23 – Q2 Progress update & Directorate Risk Register	An update on risks in the Corporate Risk Register.	Aaron Winter	
5. Annual Risk Management Report 2022/23	Report assessing the key risks facing the Council.	Aaron Winter	
6. Anti-Money Laundering Policy Report 2022-23	Annual Report updating the Anti-Money Laundering Policy.	Aaron Winter/ Agnes Adrien	
7. Annual Insurance Report 2022- 23	Presents a summary of insurance activity for 2021/22.	Aaron Winter	
8. Review of Code of Corporate Governance 2020/21 & 2021- 22	To report on an annual basis. Monitoring Officer.	Matthew Mannion / Frances Winter/ Thorsten Dreyer – NOV 22	Deferred to new municipal year 2022-23 – June Mtg

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REPORT TITLE	BRIEF SUMMARY	LEAD OFFICER	OTHER CTTEE MEETINGS
9. 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	Deferred to new municipal year 2022-23 – June Mtg
19TH JANUARY 2023	AUDIT TRAINING DAY	Kevin Bartle/ Nisar Visram/ Miriam Adams	
	Internal Audit (to include mention of External Audit)/ Anti- Fraud		
26TH JANUARY 2023			
1. Deloitte	Standing item	Jonathan Gooding/ Angus Fish	
2. Internal Audit Charter & Annual Review of Anti-Bribery Policy	Annual review and approval of the Internal Audit Charter. Annual review and approval of the Council's Anti-Bribery policy.	Aaron Winter	
3. Treasury Management Report and Mid-Year Review	Progress on the Treasury Management Strategy Statement and the Treasury Prudential Indicators	Kevin Bartle/ Nisar Visram & Miriam Adams	
4. Treasury Management Strategy Statement, Investment Strategy and Capital Strategy Report for 2022-23		Miriam Adams	
5. Internal Audit and Anti-Fraud update 2022/23 Q3 Progress update	An update on the progress against the delivery of the 2022/23 Annual Internal Plan. Highlights any significant issues since the last report to the Audit Committee.	Aaron Winter	

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REPORT TITLE	BRIEF SUMMARY	LEAD OFFICER	OTHER CTTEE MEETINGS
6. Risk Management Report 2022-23 – Q3 Progress update & Directorate Risk Register	An update on risks in the Corporate Risk Register.	Aaron Winter	
7. Audit Committee Work Plan	Review and agree items on the work plan for the Committee.	Audit Committee Members	
6TH APRIL 2023	AUDIT TRAINING DAY	Kevin Bartle/ Nisar Visram/ Miriam Adams/Aaron Winter	
	Statement of Accounts; Accounting Policies; Treasury Management		
13TH APRIL 2023			
1. Deloitte	Standing item	Jonathan Gooding/ Angus Fish	
2. Annual Internal Audit and Counter-Fraud Strategy & Plan 2023/24	Draft Internal Audit Plan for 2023/24. For review and approval by the Committee.	Aaron Winter	
3. Draft Annual Governance Statement 2023/24	For Review. Approval in July 2023 with Annual Accounts.	Aaron Winter	
4. Review of Code of Corporate Governance 2023/24	To report on an annual basis. Monitoring Office. Approval in July 2023 with Annual Accounts.	Matthew Mannion	
5. RIPA Policy 2023/24	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	
6. Draft Terms of reference for 2023/24	Review. To be approved in July 2023.	Aaron Winter	

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REPORT TITLE	BRIEF SUMMARY	LEAD OFFICER	OTHER CTTEE MEETINGS
7. Annual Self-Assessment and report of the Audit Committee	Self –Assessment – March 2022 Report by the Audit Chair to go to Full Council in July 2022	Cllr Whitehead/ Aaron Winter/ Charlotte Webster	Deferred to new municipal year 2022-23 – June Mtg
8. Risk Management Report 2022-23 – Q4 Progress update & Directorate Risk Register	An update on risks in the Corporate Risk Register.	Aaron Winter	
9. Audit Committee Work Plan	Review and agree items on the work plan for the Committee.	Audit Committee Members	
CARRY FORWARD ITEMS – 2023/24			
1.			
2.			
3.			