



# AUDIT COMMITTEE WORK PLAN 2023/24

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Last updated:	15 <sup>th</sup> November 2023

**AUDIT COMMITTEE WORK PLAN 2023/24**

REPORT TITLE	BRIEF SUMMARY	LEAD OFFICER	OTHER CTTEE MEETINGS
<b>23<sup>RD</sup> NOVEMBER 2023</b>			
1. Deloitte	Standing item	Jonathan Gooding/ Angus Fish	
2. Consideration of 2018/19 and 2019/20 Management Representations		Julie Lorraine/ John Harrison / Tim Harlock/ Ahsan Khan	
3. Statement of Accounts for 2018/19 and 2019/20		Julie Lorraine/ John Harrison / Tim Harlock/ Ahsan Khan	
4. Timetable for the accounts for 2020/21-2022/23		Julie Lorraine/ John Harrison / Tim Harlock/ Ahsan Khan	
5. Control Observations for 2019-20 and progress in addressing these		Julie Lorraine/ John Harrison / Tim Harlock/ Ahsan Khan	
6. Annual Whistleblowing Report and Policy Review		David Dobbs	
7. Annual Review of the Anti-Money Laundering Policy and Guidance		David Dobbs	
<del>8. Internal Audit Charter</del>	<del>Annual review and approval of the Internal Audit Charter.</del>	<del>David Dobbs</del>	<del>Deferred to Jan 24</del>
<del>9. Annual Review of Anti-Bribery Policy</del>	<del>Annual review and approval of the Council's Anti-Bribery policy.</del>	<del>David Dobbs</del>	<del>Deferred to Jan 24</del>
10. Internal Audit and Anti-Fraud update 2023/24 Progress update	An update on the progress against the delivery of the 2023/24 Annual Internal Plan. Highlights any	David Dobbs	

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REPORT TITLE	BRIEF SUMMARY	LEAD OFFICER	OTHER CTTEE MEETINGS
	significant issues since the last report to the Audit Committee.		
11. Risk Management Report 2023-24 –Progress update & Directorate Risk Register	An update on risks in the Corporate Risk Register.	David Dobbs	
12. Treasury Management Annual report		Miriam Adams	
13. Terms of reference update	CIPFA recommendations	Julie Lorraine/ Janet Fasan	Terms of reference update
14. Audit Committee Work Plan and Training	Review and agree items on the work plan for the Committee. <u>Training</u> 1. The topics for training 2. Who will provide the training – officers or someone external 3. Agree a date/time	Audit Committee Members	
<b>17<sup>TH</sup> JANUARY 2024</b>	<b>Audit Committee Training</b>		
	<b>Treasury Management</b>		
<b>22<sup>ND</sup> JANUARY 2024</b>			
1. Deloitte	Standing item	Jonathan Gooding/ Angus Fish	

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REPORT TITLE	BRIEF SUMMARY	LEAD OFFICER	OTHER CTTEE MEETINGS
2. Internal Audit and Anti-Fraud update 2023/24 Progress update		David Dobbs	
3. Draft Annual Governance Statement 2021/22 and 2022/23	For Review. Approval with Annual Accounts 2021/22 and 2022/23	David Dobbs	
4. Internal Audit Charter	Annual review and approval of the Internal Audit Charter.	David Dobbs	Deferred to Jan 24
5. Annual Review of Anti-Bribery Policy	Annual review and approval of the Council's Anti-Bribery policy.	David Dobbs	Deferred to Jan 24
6. Review of Code of Corporate Governance 2024/25	To report on an annual basis. Monitoring Office. Approval in July 2023 with Annual Accounts.	<del>Stephen Bramah / Sharon Godman</del>	
7. Risk Management Report 2023-24 – Progress update & Directorate Risk Register	An update on risks in the Corporate Risk Register.	David Dobbs	
8. Treasury Management Report and Mid-Year Review	Progress on the Treasury Management Strategy Statement and the Treasury Prudential Indicators	John Harrison/ Miriam Adams	
9. Treasury Management Strategy Statement, Investment Strategy and Capital Strategy Report for 2023-24		Miriam Adams	
10. Audit Committee Work Plan	Review and agree items on the work plan for the Committee.	Audit Committee Members	

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REPORT TITLE	BRIEF SUMMARY	LEAD OFFICER	OTHER CTTEE MEETINGS
<b>15<sup>TH</sup> APRIL 2024</b>	<b>Audit Committee Training</b>		
	<b>Anti-Fraud Investigations</b>		
<b>18<sup>TH</sup> APRIL 2024</b>			
1. Deloitte			
2.			
3. Annual Internal Audit and Counter-Fraud Strategy & Plan 2024/25	Draft Internal Audit Plan for 2024/25. For review and approval by the Committee.	David Dobbs	
4. Internal Audit and Anti-Fraud update 2023/24 Progress update		David Dobbs	
5. Risk Management Report 2023-24 – Progress update & Directorate Risk Register	An update on risks in the Corporate Risk Register.	David Dobbs	
6. Draft Terms of reference for 2024/25	Review. To be approved in July 2023.	David Dobbs	
7. Annual Self-Assessment and report of the Audit Committee	Self –Assessment – Report by the Audit Chair to go to Full Council	David Dobbs/ Charlotte Webster	
<b>CARRY FORWARD ITEMS – 2024/25</b>			
1.			

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REPORT TITLE	BRIEF SUMMARY	LEAD OFFICER	OTHER CTTEE MEETINGS
2.			
3.			

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