

Audit and Governance Committee Annual Work Programme 2021/22

Agenda item	Inclusion rationale	June	July If required	Sep.	Dec.	March
Produce annual report of the Audit and Governance Committee (to full Council)	Terms of Reference			√		
Review of effectiveness of the Audit and Corporate Governance Committee – complete self- assessment	Good practice	√				
Review Audit and Corporate Governance Committee training requirements	Good practice			√		
Review and approve Annual Work Plan for the Audit and Governance Committee	Good practice					√
Review of the Audit and Corporate Governance Committee's Terms of Reference	Good Practice				√	
Internal Audit						
Performance update on Risk and Audit Team including: <ul style="list-style-type: none"> • Audit Team • Health and Safety • Counter Fraud • Insurance and other risk areas such as Business Continuity 	Terms of Reference	√		√	√	√
Annual Opinion of the Chief Internal Auditor including: <ul style="list-style-type: none"> • review of impairment on independence and objectivity • QAIP • Assessment against PSIAS and LGAN 	Terms of Reference	√				
Approval of the Annual Internal Audit Plan and review of Internal Audit Charter	Terms of Reference					√
Provide a report on the completion of audit recommendations including those not implemented within a reasonable timescale	Terms of Reference				√	
Annual report on the follow up of Internal Audit recommendations	Terms of Reference				√	
Risk Management						

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Review of the Quarterly Corporate Risk Register	Terms of Reference	✓		✓	✓	✓
Approval of the review of the Corporate Risk Management Handbook	Terms of Reference				✓	
Provide a regular report on health and safety	Terms of Reference	✓		✓	✓	✓
Monitor role						
Reporting of the anti- fraud, bribery and corruption strategy	Terms of Reference	✓		✓	✓	✓
Provide an annual report on the Council's anti fraud strategy	Terms of Reference			✓		
Review of Whistleblowing Policy	Terms of Reference				✓	
Review of Financial Procedure Rules (if required)	Terms of Reference				✓	
Review of CIPFA Financial Management Code	Good Practice	✓				
Review of the Members Code of Conduct	Terms of Reference			✓		
Review the annual governance statement	Terms of Reference			✓		
Provide an annual report on the Council's Anti-Money Laundering Policy	Terms of Reference				✓	
Accounts, Financial Statements & Treasury Management						
Approval of the audited Statement of Accounts (including the Annual Governance Statement, the external auditor's audit results report and the Letter of Representation)	Terms of Reference			✓		
External Auditor Annual Audit Letter	Terms of Reference		✓			

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External Auditor Annual Report re. grant work	Terms of Reference	√				
Treasury Management Outturn	Terms of Reference			√		
Treasury Management In-Year Position	Terms of Reference			√	√	√
Write-offs of debt above £10,000 (if required)	Terms of Reference	√		√	√	√