

**22/04/2022 AUDIT COMMITTEE
2022/23 DRAFT WORK PROGRAMME**

	Lead Officer	28 July 2022	22 Sept 2022	8 Dec 2022	2 March 2023
Committee Administration					
Committee Terms of Reference	Inge Booth	√			
Set work programme for coming year	Helen Smith				
Review progress against work programme	Helen Smith	√	√	√	√
Training – to be arranged as necessary outside meetings	Helen Smith	As needed	As needed	As needed	As needed
Chair’s Audit Committee Annual Report:	Helen Smith/Chair				√ (referral to Council)
Private Meeting – Internal and External Audit	Inge Booth		√		
External Audit					
Annual Audit Letter	Gareth Kelly			√ (2021/22)	
Grant Certification Report (Housing Benefits)	Gareth Kelly				√ (2021/22)
Opinion Audit Plan	Gareth Kelly	√ (2021/22)			√ (2022/23)
Audit Fee Letter	Gareth Kelly	√ (2021/22)			
External Auditor Update	Gareth Kelly	√	√	√	√
Internal Audit					
Internal Audit Annual Plan (including review of Internal Audit Charter)	Peter Harrison				

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Annual Internal Audit Report	Peter Harrison	2021/22√			2022/23 √
2022/23 Internal Audit Plan Progress, Individual Internal Audit Reports and Recommendation Follow Up Report	Peter Harrison	√	√	√	√
Review effectiveness of Internal Audit	Helen Smith				√
Accounts					
Approve the 2021/22 draft Statement of Accounts	Helen Smith	√			
Approve the 2021/22 Statement of Accounts, Annual Governance Statement and Action Plan Sign letter of representation	Helen Smith		√		
2021/22 Statement of Accounts - Receive external auditor's opinion on Accounts (Audit Findings Report & Financial Resilience Report)	Gareth Kelly		√		
Review Accounting Policies for 2022/23 Statement of Accounts	Claire Read				√
Regulatory Framework					
Contribute to review of Constitution	Helen Smith		√		
Annual Review of Anti-Fraud Policy & Activity	Helen Smith	√			
Review Whistleblowing Policy (Bi-annual)	Helen Smith	√			
Review of Performance and Risk Management Framework	Simon McVey	Reviewed April 22			

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Review of Operational Risks above the line of risk tolerance	Simon McVey	Reviewed April 22			
Audit Committee Risk Register	Helen Smith	√		√	
Strategic Risk Register	Simon McVey	√		√	
Review Local Code of Governance and AGS Action Plan	Helen Smith/Linda Fisher			√ (if required)	
Review Audit Committee's effectiveness	Helen Smith			√	
Financial Issues					
Update of significant financial issues not covered elsewhere on the agenda	Helen Smith	As required			