

Audit and Governance Committee

Work Programme 2023/24



Please note that the work programme is a 'live' document and subject to change at short notice. The information in this work programme is intended to be of strategic relevance.

For general enquiries relating to the Council's Scrutiny function, including this Committee's work programme, please contact Hannah Whiting (Democratic Advisor) on 01752 305155.

Date of meeting	Agenda item	Reason for Consideration	Responsible Cabinet Member /Officer
25 July 2023	Internal Audit End of Year Report	To consider the work undertaken by Devon Audit Partnership during 2022/23, and review the performance and effectiveness of the Internal Audit service and the audit opinion on the adequacy of the Authority's internal control environment.	Brenda Davis
	Internal Audit Charter and Strategy	To consider the Internal Audit Charter and Strategy as part of the requirement of the Public Sector Internal Audit Standards to ensure they are consistent with the Definition of Internal Auditing, the Code of Ethics and the Standards.	Brenda Davis
	Counter Fraud Annual Report	To consider the work carried out during 2022/23 by the Counter Fraud Services Team at Devon Audit Partnership in order to counter fraudulent threats to the Council's budget and reputation.	Ken Johnson
	Annual Governance Statement	To approve the Annual Governance Statement (statutory document required by Accounts and Audit Regulations).	Ross Jago
	Draft Statement of Accounts	The Draft Statement of Accounts 2022/23 are being presented for approval.	Carolyn Haynes

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	TM Outturn report	To present the Treasury Management Outturn Report.	Wendy Eldridge
	Health, Safety and Wellbeing Annual Report 2022/23	To consider an annual report on Health, Safety and Wellbeing.	Di Saunders-Brewer
	External Audit - Progress Report	To consider the Audit Progress Report from the Council's external auditor, Grant Thornton.	Paul Dossett
	Risk Management Monitoring Report	To provide an update on the Council's Strategic and Operational Risks.	Ross Jago
	Report in the Public Interest – Thurrock Report	To provide a brief update on a report in the public interest – Thurrock Report.	David Northey
	Covid Grants for Business – DLUHC Report	To provide a brief update on the DLUHC response with regards to the covid grants for business.	David Northey
	Constitutional Review – Outline Plan	To present the outline plan.	Ross Jago
5 September 2023	Constitutional Review	To provide feedback from the sub-group to the Committee and to make recommendations onto City Council on 18 September 2023.	Ross Jago
26 September 2023	Internal Audit Progress Report	To note the findings in the report which provides Members with a position statement on audit work carried out.	Louise Clapton
	Annual Information Governance Statement		John Finch

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	Impact of the Election Act 2022		Giles Perritt/ Glenda Favor-Ankersen
	Audit Actions Review	To provide the Committee with an update on the tracking of Audit recommendations from Grant Thornton and Devon Audit Partnership.	Caroline Haynes
	External Audit – Progress Report	To consider the Audit Progress Report from the Council’s external auditor, Grant Thornton.	Paul Dossett
	Risk Management Strategy		Ross Jago
28 November 2023	Internal Audit Half Year Report	To consider the Council’s Internal Audit Half Year Report.	Louise Clapton
	Counter Fraud Half Year Report	Half-year report to summarise the work carried out during the first 6 months of 2023/24 by the Counter Fraud Services Team.	Ken Johnson
	Treasury Management Strategy	To set out the Treasury Management Strategy and include the Annual Investment Strategy, the Non-Treasury Management Investment Strategy and the Minimum Revenue Provision Statement.	Wendy Eldridge
	Treasury Management Mid-Year Review		Wendy Eldridge

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	Capital Finance Strategy	To set out the Capital Financing Strategy for 2024/25 (this is a requirement of The Chartered Institute of Public Finance and Accountancy (CIPFA) Code of Practice for Treasury Management in Public Services.)	Wendy Eldridge
	Risk and Opportunity Management Strategy 2023-2025		Ross Jago
	Risk Management Monitoring Report November 2023		Ross Jago
	External Audit – Progress Report	To consider the Audit Progress Report from the Council’s external auditor, Grant Thornton.	Paul Dossett
16 January 2024	External Audit – Auditor’s Annual Report 22/23	To consider the Auditor’s Annual Report 22/23 from the Council’s external auditor, Grant Thornton.	Paul Dossett
	External Audit – Audit Plan 21/22	To consider the Auditor’s Audit Plan 21/22 from the Council’s external auditor, Grant Thornton.	Paul Dossett
12 March 2024	Internal Audit Plan 2024/25		Louise Clapton
	Whistleblowing Policy	To consider the Whistleblowing Policy.	Ken Johnson
	Treasury Management Practices & Procedures	A review produced annually of practices and principles used to conduct TM activities.	Wendy Eldridge
	External Audit – Progress Report	To consider the Audit Progress Report from the Council’s external auditor, Grant Thornton.	Paul Dossett

Date of meeting	Agenda item	Reason for Consideration	Responsible Cabinet Member /Officer
	External Audit - Audit Findings Report 22/23	To consider the Audit Findings Report 22/23 from the Council's External Auditor – Grant Thornton.	Paul Dossett
Items to be scheduled 2023/24			
2023/24	Disclosure and Barring Checks for Councillor's – Policy	The Committee agreed that an addendum to the Disclosure and Barring Checks for Councillors Policy would be written to specify how the process for reviewing, discussing and managing DBS checks would take place – the addendum to the policy would be created in conjunction with the Audit and Governance Committee.	
2023/24	Consultation with Southampton City Council results	Identified for consideration at the July 2023 meeting.	
Items to be scheduled for 2024/25			
2024/25			
2024/25			