

AUDIT & GOVERNANCE COMMITTEE WORK PROGRAMME 2023/24

9th June @ Huntingdonshire District Council

Item:	Title:	Purpose:	Lead:
Standard Items:			
	<input type="checkbox"/> Minutes <input type="checkbox"/> Chair's Announcements <input type="checkbox"/> Work Programme		
Improvement Items:			
	Improvement Plan Highlight Report	Review and challenge to seek assurance of improvement progress	Angela Probert
Internal Control Items:			
	Corporate Risk Register	Review of Register	Chris Bolton
	Corporate performance report		Jules Lent
	Single Assurance Framework	Receive an update on the new Assurance Framework designed to deliver requirements set out in Improvement Plan	Jodie Townsend
Audit Items:			
	Internal Audit – Progress Report		
	Internal Audit – Annual Opinion		
Standards and Conduct Items:			
Other:			
	Election Vice Chair		
	Co-option of Independent Member		Edwina
	Formation of Standing Sub Committee		Edwina Adefehinti
	Update on Shareholder Board	Committee invited the Chair (Mayor) to attend the meeting to provide an update and how they intend to manage the existing issues.	Edwina Adefehinti
	Constitution – Changes to Scheme of Delegation		Nick Bell
	Outcome of procurement Review		Nick Bell
	Update on Constitution	Committee requested that an update on whether all changes to the constitution recommended by the Committee have been accepted by the Board.	Edwina Adefehinti/Robert Fox

AUDIT & GOVERNANCE COMMITTEE WORK PROGRAMME 2023/24

7th July @ Huntingdonshire District Council

Item:	Title:	Purpose:	Lead:
Standard Items:			
	<div><input type="checkbox"/> Minutes</div> <div><input type="checkbox"/> Chair’s Announcements</div> <div><input type="checkbox"/> Work Programme</div>		
Improvement Items:			
	Improvement Plan Highlight Report	Review and challenge to seek assurance of improvement progress	Angela Probert
Internal Control Items:			
	Internal Audit Action Tracker	To be brought to the Committee quarterley	Chris Bolton
	2022-23 Treasury Management Outturn Report		Ian Pantling
	Drafts Accounts 22/23		Robert Emery
Audit Items:			
	Internal Audit – Progress Report		
	AEB Audit & Assurance Update	Update on the annual findings of the AEB audit/assurance plan	Janet Warren
Standards and Conduct Items:			
	Member Officer Protocol Review		Head of Governance
	Whistleblowing Arrangements	Review of lessons learned from 2021/22 & 22/23 events and examination of current process to see if it is fit for purpose	Edwina Adefehinti
Other:			
	Finance Team Resilience	ED for Performance and Resources to provide an update	Nick Bell

AUDIT & GOVERNANCE COMMITTEE WORK PROGRAMME 2023/24

8th September @ Huntingdonshire District Council

Item:	Title:	Purpose:	Lead:
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Standard Items:			
	<div><input type="checkbox"/> Minutes</div> <div><input type="checkbox"/> Chair’s Announcements</div> <div><input type="checkbox"/> Work Programme</div>		
Improvement Items:			
	Improvement Plan Highlight Report	Review and challenge to seek assurance of improvement progress	Angela Probert
Internal Control Items:			
	Risk Register	Review of register	
Audit Items:			
	Internal Audit – Progress Report		
	2021/22 Audit Results Report, Audit Opinion		EY – Mark Hodgson
	21-22 Annual Governance Statement		Nick Bell/Edwina Adefehinti
	Final 21-22 statement of accounts		Nick Bell/Robert Emery
Standards and Conduct Items:			
Other:			

AUDIT & GOVERNANCE COMMITTEE WORK PROGRAMME 2023/24

17th November @ Huntingdonshire District Council

Item:	Title:	Purpose:	Lead:
Standard Items:			
	<div><input type="checkbox"/> Minutes</div> <div><input type="checkbox"/> Chair's Announcements</div> <div><input type="checkbox"/> Work Programme</div>		
Improvement Items:			
Internal Control Items:			
	Internal Audit Action Tracker		Chris Bolton

	2023-24 Treasury Management mid-year update		Ian Pantling
Audit Items:			
	Internal Audit – Progress Report		Dan Harris
	External Audit – Initial Audit Plan for 2022/23		EY – Mark Hodgson
	2021/22 Audit - Auditor’s Annual Report		EY- Mark Hodgson
Standards and Conduct Items:			
Other:			
	Treasury Management Strategies		

AUDIT & GOVERNANCE COMMITTEE WORK PROGRAMME 2023/24

12th January @ Huntingdonshire District Council

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Standard Items:			
	<div><input type="checkbox"/> Minutes</div> <div><input type="checkbox"/> Chair’s Announcements</div> <div><input type="checkbox"/> Work Programme</div>		
Improvement Items:			
Internal Control Items:			
	Corporate Risk Register		Chris Bolton
	Draft 2024-25 Financial Strategies to the January Committee		Ian Pantling
Audit Items:			
	Internal Audit – Progress Report		
Standards and Conduct Items:			
	Code of Conduct Annual Report	Committee requested they receive an annual report on complaints received.	
Other:			

	Information Governance Update	Reported to Committee Annually	Susan Hall

AUDIT & GOVERNANCE COMMITTEE WORK PROGRAMME 2023/24

9th February @ Huntingdonshire District Council (RESERVE)

Item:	Title:	Purpose:	Lead:
Standard Items:			
	<div><input type="checkbox"/> Minutes</div> <div><input type="checkbox"/> Chair’s Announcements</div> <div><input type="checkbox"/> Work Programme</div>		
Improvement Items:			
Internal Control Items:			
Audit Items:			
Standards and Conduct Items:			
Other:			

AUDIT & GOVERNANCE COMMITTEE WORK PROGRAMME 2023/24

8th March @ Huntingdonshire District Council

Item:	Title:	Purpose:	Lead:
Standard Items:			
	<div><input type="checkbox"/> Minutes</div> <div><input type="checkbox"/> Chair's Announcements</div> <div><input type="checkbox"/> Work Programme</div>		
Improvement Items:			

Internal Control Items:			
	Internal Audit Action Tracker		Chris Bolton
	Assurance Framework		
Audit Items:			
	Internal Audit – Progress Report		
Standards and Conduct Items:			
Other:			
	Treasury Management Summary		
	Audit Committee Draft Annual Report		

AUDIT & GOVERNANCE COMMITTEE DEVELOPMENT PROGRAMME 2022/23 – 23/24

Date:	Item:	Provider:	Purpose:	Lead:
24 th March 2023	Risk Appetite Training	Internal Audit		Adam Lickorish, RSM
8 th June	A&G Committee Induction	Governance Team	Provide induction to the CA for new members	Anne Gardiner
9 th June PM	Financial Management and Role of the Committee	Arling Close (CPCA's treasury advisors)	To set out the role of the Committee in regard to financial management and provide training on key elements of role	Nick Bell/Robert Emery
TBC – W/C 3rd July	Project Management Training	Chris Bolton		Chris Bolton
9 th October	Development Session – Topic TBC			
4 th December	Development Session Topic TBC			
9 th February	Development Session – Topic TBC			
8 th September at close of meeting.	Private Meeting of Committee & Internal and External Auditors			Anne Gardiner