# AUDIT & GOVERNANCE COMMITTEE WORK PROGRAMME 2022/23

## 24 March 2023 @ Huntingdonshire District Council

| Item: | Title: | Purpose: | Lead: |
|---|---|---|---|
| **Standard Items:** | | | |
| | ☐ Minutes<br>☐ Chair's Announcements<br>☐ Work Programme | | |
| **Improvement Items:** | | | |
| | Improvement Plan Highlight Report and revised format improvement report | Review and challenge to seek assurance of improvement progress | Angela Probert |
| **Internal Control Items:** | | | |
| | Information Governance | Update on CA approach and improvements | Edwina Adefehinti |
| | Internal Audit Action Tracker & Information reported to PARC | To review progress of internal audits | Jon Alsop/ Chris Bolton |
| **Audit Items:** | | | |
| | Internal Audit Progress Report | | Dan Harris |
| | Draft Internal Audit Plan 2023/24 | | Dan Harris |
| **Standards and Conduct Items:** | | | |
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| **Other:** | | | |
| | Annual Report of the Audit & Governance Committee | | Anne Gardiner |
| | Revised Financial Regulations | | Jon Alsop/Rob Emery |

# AUDIT & GOVERNANCE COMMITTEE WORK PROGRAMME 2023/24

## 9th June @ Huntingdonshire District Council

| Item: | Title: | Purpose: | Lead: |
|---|---|---|---|
| **Standard Items:** | | | |
| | ☐ Minutes<br>☐ Chair's Announcements<br>☐ Work Programme | | |
| **Improvement Items:** | | | |
| | Improvement Plan Highlight Report | Review and challenge to seek assurance of improvement progress | Angela Probert |
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| **Internal Control Items:** | | | |
| | Corporate Risk Register | Review of Register | Chris Bolton |
| | Annual Governance Statement | To receive and approve the final 2021/22 Annual Governance Statement | Jon Alsop/ Edwina Adefehinti |
| | 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 | | |
| | External Audit – Initial Audit Plan for 2022/23 | | EY – Mark Hodgson |
| **Standards and Conduct Items:** | | | |
| | 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 |
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| **Other:** | | | |
| | Election Vice Chair | | |
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# AUDIT & GOVERNANCE COMMITTEE WORK PROGRAMME 2023/24

## 7th July @ Huntingdonshire District Council

| Item: | Title: | Purpose: | Lead: |
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| **Standard Items:** | | | |
| | ☐ Minutes<br>☐ Chair's Announcements<br>☐ Work Programme | | |
| **Improvement Items:** | | | |
| | Improvement Plan Highlight Report | Review and challenge to seek assurance of improvement progress | Angela Probert |
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| **Internal Control Items:** | | | |
| | Review of Risk Register | | Chris Bolton |
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| **Audit Items:** | | | |
| | Internal Audit – Progress Report | | |
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| **Standards and Conduct Items:** | | | |
| | Member Officer Protocol Review | | Head of Governance |
| **Other:** | | | |
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## AUDIT & GOVERNANCE COMMITTEE WORK PROGRAMME 2023/24

### 8th September @ Huntingdonshire District Council

| Item: | Title: | Purpose: | Lead: |
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| **Standard Items:** | | | |
| | ☐ Minutes<br>☐ Chair's Announcements<br>☐ Work Programme | | |
| **Improvement Items:** | | | |
| | Improvement Plan Highlight Report | Review and challenge to seek assurance of improvement progress | Angela Probert |
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| **Internal Control Items:** | | | |
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| **Audit Items:** | | | |
| | Internal Audit – Progress Report | | |
| | 2021/22 Audit Results Report, Audit Opinion | | EY – Mark Hodgson |
| **Standards and Conduct Items:** | | | |
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| **Other:** | | | |
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# AUDIT & GOVERNANCE COMMITTEE WORK PROGRAMME 2023/24

## 17th November @ Huntingdonshire District Council

| Item: | Title: | Purpose: | Lead: |
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| **Standard Items:** | | | |
| | ☐ Minutes<br>☐ Chair's Announcements<br>☐ Work Programme | | |
| **Improvement Items:** | | | |
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| **Internal Control Items:** | | | |
| | Corporate Risk Register | Review of Register | Chris Bolton |
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| **Audit Items:** | | | |
| | Internal Audit – Progress Report | | Dan Harris |
| | 2021/22 Audit - Auditor's Annual Report | | EY- Mark Hodgson |
| **Standards and Conduct Items:** | | | |
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| **Other:** | | | |
| | Treasury Management Strategies | | |

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## AUDIT & GOVERNANCE COMMITTEE WORK PROGRAMME 2023/24

### 12th January @ Huntingdonshire District Council

| Item: | Title: | Purpose: | Lead: |
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| **Standard Items:** | | | |
| | ☐  Minutes<br>☐  Chair's Announcements<br>☐  Work Programme | | |
| **Improvement Items:** | | | |
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| **Internal Control Items:** | | | |
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| **Audit Items:** | | | |
| | Internal Audit – Progress Report | | |
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| **Standards and Conduct Items:** | | | |
| | Code of Conduct Annual Report | Committee requested they receive an annual report on complaints received. | |
| **Other:** | | | |
| | Information Governance Update | | |
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## AUDIT & GOVERNANCE COMMITTEE WORK PROGRAMME 2023/24

### 9th February @ Huntingdonshire District Council (RESERVE)

| Item: | Title: | Purpose: | Lead: |
|---|---|---|---|
| **Standard Items:** | | | |
| | ☐  Minutes<br>☐  Chair's Announcements<br>☐  Work Programme | | |
| **Improvement Items:** | | | |
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| | Internal Control Items: | | |
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| | Audit Items: | | |
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| | Standards and Conduct Items: | | |
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| | Other: | | |
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## AUDIT & GOVERNANCE COMMITTEE WORK PROGRAMME 2023/24

8th March @ Huntingdonshire District Council

| Item: | Title: | Purpose: | Lead: |
|---|---|---|---|
| Standard Items: | | | |
| | ☐ Minutes<br>☐ Chair's Announcements<br>☐ Work Programme | | |
| Improvement Items: | | | |
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| Internal Control Items: | | | |
| | Corporate Risk Register | Review of register | |
| | Assurance Framework | | |
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| Audit Items: | | | |
| | Internal Audit – Progress Report | | |
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| Standards and Conduct Items: | | | |
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| Other: | | | |
| | Treasury Management Summary | | |
| | Audit Committee Draft Annual Report | | |

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

| Date: | Item: | Provider: | Purpose: | Lead: |
|---|---|---|---|---|
| 24th March 2023 | Risk Appetite Training | Internal Audit | | Adam Lickorish, RSM |
| 8th June | A&G Committee Induction | Governance Team | Provide induction to the CA for new members | Anne Gardiner |
| 9th 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 | Jon Alsop |
| TBC – W/C 3rd July | Project Management Training | Chris Bolton | | Chris Bolton |
| 9th October | Development Session – Topic TBC | | | |
| 4th December | Development Session Topic TBC | | | |
| 9th February | Development Session – Topic TBC | | | |