

AUDIT & GOVERNANCE COMMITTEE WORK PROGRAMME 2023/24

8th September @ 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 - CIVIL values embedded within organisation	Review and challenge to seek assurance of improvement progress	Angela Probert
Internal Control Items:			
	Risk Register	Review of register including two deep dives which will focus on explaining operational process issues including risk appetite. Risk training roll out	Chris Bolton/Nick Bell
	Single Assurance Framework		Jodie Townsend/ Nathan Bunting
Audit Items:			
	Internal Audit – Progress Report		
	Verbal update on the 21-22 audit, and the approach to the national audit backlog".		EY Mark Hodgeson
	Final 21-22 statement of accounts & annual governance statement		Nick Bell/Robert Emery/Edwina Adefehinti
Standards and Conduct Items:			
	Member Officer Protocol	Report providing the context and background to the member officer protocol agreed at the July meeting.	Edwina Adefehinti/Nick Bell
Other:			
	Update Procurement Review		Nick Bell/Chantel Allott
	Audit of A&G Committee of other CA's		Nick Bell
	Co-Opted Independent Councillor		Edwina Adefehinti
	Co-Opted Independent Person		Edwina Adefehinti

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17th November @ 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		Angela Probert
Internal Control Items:			
	2023-24 Treasury Management mid-year update		Ian Pantling
Audit Items:			
	Internal Audit – Progress Report		Dan Harris
	2021/22 Audit Results Report, Audit Opinion		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
Other:			

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12th January @ 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	To be reported to Committee on an annual basis	Nathan Bunting
	Corporate Risk Register		Chris Bolton
	Draft 2024-25 Financial Strategies		Ian Pantling

	Review Performance Management Framework		Jules lent
Audit Items:			
	Internal Audit – Progress Report		
	External Audit – Opinion Value for Money		EY
Standards and Conduct Items:			
	Code of Conduct Annual Report	Committee requested they receive an annual report on complaints received.	Edwina Adefehinti
Other:			
	Information Governance Update	Reported to Committee Annually	Susan Hall
	Review of A&G Committee Arrangements		Nick Bell

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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

8 th March @ 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:			
Internal Control Items:			
	Internal Audit Action Tracker		Chris Bolton
	Assurance Framework		
Audit Items:			
	Internal Audit – Progress Report		
	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 Summary		
	Audit Committee Draft Annual Report		
	Shareholder Board Annual Report to A&G Committee		Edwina Adefehinti/Nick Bell/Mayor Johnson
	Proposed Deep Dives for the 24/25 Municipal Year		Edwina Adefehinti/Nick Bell

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
13 th July	KPI Training	Policy & Executive Support Team		Jules lent
TBC	Project Management Training	Chris Bolton		Chris Bolton
9 th October	Development Session – Subsidiary Companies	Robert Fox/Edwina Adefehinti		Robert Fox
4 th December	Development Session Topic Cyber Security	Adam Goldsmith		Susan Hall
9 th February	Development Session – Analysing the Draft Accounts	TBC		TBC
8 th September at close of meeting.	Private Meeting of Committee & Internal and External Auditors			Anne Gardiner

Items for future work programmes:

Member Officer Protocol to be reviewed every 2 years – next review date Sept 2025.

Risk Management Framework to be reviewed every 2 years – next review date Sept 2025

Risk Appetite to be reviewed annually – next review date Sept 2024