

Audit & Risk Committee Workplan 2021/22

Workplan Item	Author	Frequency	Purpose
July 2021			
Training Session - Statement of Accounts			
Schedule of Meetings	Deputy Director of Finance	Annual	Committee to Note
External Audit Plan 2021-22 & Informing the Audit Risk Assessment	Grant Thornton, External Auditor Chief Operating Officer (S151)/ Chief Accountant	Annual	Committee to note
Draft Statement of Accounts & Annual Governance Statement	Chief Accountant	Annual	Committee to note
Regulation of Investigatory Powers Act 2000 - Bi-Annual Performance Report January 2021 – June 2021	Head of Information Governance and Risk	Bi-Annual	Committee to Note
National Fraud Initiative Update (delayed from March 2021)	Corporate Investigations Manager	Mid Year	Committee to Note
Counter Fraud Annual Report 2020/21	Corporate Investigations Manager	Annual	Committee to Note
Draft of the Committee's Annual Report to Council 2020/21 (ensure on Council agenda)	Deputy Director of Finance	Annual	Approval
Internal Audit 2020/21 Q4 update	Head of Internal Audit	Periodic	Committee to note
Internal Audit Service – Annual Report 2020/21	Head of Internal Audit	Annual	Committee to note
Further update on developments in local (external) audit arrangements	Head of Internal Audit	Periodic	Committee to note
September 2021			
Training Session - Annual Audit Opinion			
Statement of Accounts, Annual Governance Statement & ISA260	Chief Operating Officer (S151)/ Chief Accountant	Annual	Approval
Annual Procurement Update	Head of Procurement	Annual	Committee to note
Internal Audit update report	Head of Internal Audit	Periodic	Committee to note
November 2021			
Training - Corporate Fraud			
Annual Audit Letter & VFM Opinion	Grant Thornton	Annual	Committee to note
Annual review letter (Ombudsman) 2020/21	Head of Revenues and Customer Support	Annual	Committee to note
Corporate Complaints (Non Statutory) 2020/21	Head of Revenues and Customer Support	Annual	Committee to note
Counter Fraud mid-year Update Report	Corporate Investigations Manager	Bi-Annual	Committee to note
Risk Management Update report	Manager, Risk Management	Bi-Annual	Committee to note
Financial Update Report	Chief Accountant	Periodic	Committee to note
Annual Insurance Report	Head of Finance	Annual	Committee to note
Procurement of External Auditor for 2023/24 to 2027/28	Deputy Director of Finance	Annual	Committee to note
Annual Report on the National Fraud Initiative	Corporate Investigations Manager	Annual	Committee to note
Internal Audit update report	Head of Internal Audit	Periodic	Committee to note
March 2022			
Training - RIPA (30 min)			
Annual Report - Certification of claims and returns (grants)	Grant Thornton, External Auditor	Annual	Committee to note
External Audit Plan 2021-22 & Informing the Audit Risk Assessment	Grant Thornton, External Auditor	Annual	Committee to note
Regulation of Investigatory Powers Act 2000 - Bi-Annual Performance	Head of Information Governance and Risk	Bi-Annual	Committee to note
Risk Management Update	Manager, Risk Management	Bi-Annual	Committee to note
Risk Management & Business Continuity Strategy and Policies 2022	Manager, Risk Management	Annual	Committee to note
The Assurance Framework on which we will base the Annual Governance Statement, including annual review of Local Code of Corporate Governance and the annual review of the Committee's Terms of Reference	Chief Accountant	Annual	Approval
Internal Audit Service - Annual Plan 2022-23	Head of Internal Audit	Annual	Approval