

## GOVERNANCE, RISK & AUDIT COMMITTEE – ANNUAL WORK PROGRAMME 2021/2022

Date	Topic	Lead Officer	Comments	Cycle
<b>15<sup>th</sup> June 2021</b>				
	Strategic and annual plans internal audit plan 2021/22	Internal Auditors – Emma Hodds/Faye Haywood		Annual
	Progress report on Internal Audit Activity	Internal Auditors – Emma Hodds/Faye Haywood		Quarterly
	Follow up on Internal Audit Recommendations	Internal Auditors – Emma Hodds/Faye Haywood	To include update on historical recommendations	Six Monthly
	Annual Report/Opinion & Review of the Effectiveness of Internal Audit	Internal Auditors – Emma Hodds/Faye Haywood		Annual
	Whistle Blowing Policy <b>TBC</b>		To review the Whistleblowing Policy	Tri-annual (June 2021)
<b>13<sup>th</sup> July 2021</b>				
	Audit Results Report	External Auditors - EY		Annual
	Letter of Representation	Director for Resources – Duncan Ellis		Annual
	Final Statement of Accounts	Chief Technical Accountant – Lucy Hume		
	GRAC Annual Report 2019-20 & 2020-21	Committee Officer – Matt Stembrowicz		Annual
	Annual Governance Statement 2020/21 & Local Code of Corporate Governance	Director for Resources – Duncan Ellis		Annual
	Corporate Risk Register	Director for Resources – Duncan Ellis		Quarterly
<b>28<sup>th</sup> Sept 2021</b>				
	Monitoring Officer's Report	Monitoring Officer – Cara Jordan		Annual
	EY Annual Audit Letter	External Auditors - EY		Annual
	Progress Report on Internal Audit Activity	Internal Auditors – Emma Hodds/Faye Haywood		Quarterly
	Corporate Risk Register	Director for Resources – Duncan Ellis	To review the corporate risk register	Quarterly
	Draft Statement of Accounts	Chief Technical Accountant – Lucy Hume		Annual
	Review of Council's Asset Register	Chief Technical Accountant – Lucy Hume	To review the number and value of Council assets	<b>Committee Request</b>
<b>7<sup>th</sup> Dec 2021</b>				
	Corporate Risk Register	Director for Resources – Duncan Ellis		Quarterly
	Progress Report on Internal Audit Activity	Internal Auditors – Emma Hodds/Faye Haywood		Quarterly
	Follow Up Report on Internal Audit Recommendations	Internal Auditors – Emma Hodds/Faye Haywood	To include update on historical recommendations	Six Monthly
	Anti-money laundering policy	Internal Auditors – Emma Hodds/Faye Haywood		3 years – Due 2021
	Civil Contingencies Update	Resilience Manager – Alison Sayer		Annual

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Date	Topic	Lead Officer	Comments	Cycle
8 <sup>th</sup> March 2022				
	EY Audit Plan & Annual Grant Certification report	External Auditors - EY		Annual
	Progress Report on Internal Audit Activity	Internal Auditors – Emma Hodds/Faye Haywood		Quarterly
	Undertake self-assessment	Internal Auditors – Emma Hodds/Faye Haywood		Annual
	Strategic and Annual Audit Plans	Internal Auditors – Emma Hodds/Faye Haywood		Annual
	Corporate Risk Register	Director for Resources – Duncan Ellis	To review the corporate risk register	Quarterly
	Risk Management Framework	Director for Resources – Duncan Ellis	To review the Council's risk management framework	Annual