

## AUDIT COMMITTEE – 22ND DECEMBER 2020

### Report of the Head of Strategic Support

ITEM 10

#### WORK PROGRAMME

##### Purpose of Report

To enable the Committee to consider its Work Programme.

##### Actions Requested

1. that the Committee considers any items that it wishes to add to or amend, in its work programme for future meetings.
2. That a standing item is included on the Committee's work programme to review Commercial Property acquisitions and process followed on a quarterly basis.

##### Reasons

1. To enable the Committee to identify future items of business and enable planning for future meetings to be undertaken, for example preparing reports and arranging for the attendance of officers and/or others at meetings.
2. To ensure that Commercial Property acquisitions are monitored appropriately to ensure transparency and due diligence.

##### Background

The Work Programme agreed at the last meeting of the Committee is attached as an appendix for the consideration of the Committee.

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ISSUE	MEETING
Internal Audit Plan – Progress	22nd December 2020 Quarterly
Treasury Management Mid-Year Review	22nd December 2020 Annually
Risk Management (Risk Register)	22nd December 2020 Quarterly - detailed report every six months, exception report quarters in-between.
Risk register COVID-19	To be scheduled
Council's Use of Regulation of Investigatory Powers Act (RIPA)	22nd December 2020 Quarterly

External Audit Progress Report and Technical Update <b>External Audit Business</b>	22nd December 2020 Quarterly
2020/21 Treasury Management Statement, Annual Investment Strategy and MRP Strategy	February 2021 Annually
2021/22 Internal Audit Plan <b>Internal Audit Business</b>	February 2021 Annually
2020/21 Annual Audit Letter	February 2021 Annually
2021/22 External Audit Plan <b>External Audit Business</b>	February 2021 Annually
Capital Strategy 2021-22	February 2021 Annually
Internal Audit Plan – Progress	February 2021 Quarterly
Risk Management (Risk Register)	February 2021 Quarterly - detailed report every six months, exception report quarters in-between.
Council's Use of Regulation of Investigatory Powers Act (RIPA)	February 2021 Quarterly
External Audit Progress Report and Technical Update <b>External Audit Business</b>	February 2021 Quarterly

2019/20 Annual Internal Audit Report <b>Internal Audit Business</b>	June 2021 Annually
2019/20 Review of the effectiveness of Internal Audit (Feedback from Panel) <b>Internal Audit Business</b>	June 2021 Annually
Internal Audit Charter <b>Internal Audit Business</b>	June 2021 Annually (for approval)
2019/20 Members' Allowances Claimed	June 2021 Annually
Whistle Blowing and Anti-fraud, Corruption and Bribery	June 2021 Annually
Environmental Audits – Report on Outcomes	June 2021 Annually <i>Note: Six month exception report where identified actions are not implemented by the target date.</i>
2020/21 Treasury Management Outturn	June 2021 Annually
Internal Audit Plan – Progress	June 2021 Quarterly
Risk Management (Risk Register) <b>Internal Audit Business</b>	June 2021 Quarterly - detailed report every six months, exception report quarters in-between.
Council's Use of Regulation of Investigatory Powers Act (RIPA)	June 2021 Quarterly
External Audit Progress Report and Technical Update <b>External Audit Business</b>	June 2021 Quarterly
2020/21 Statement of Accounts	July 2021 (Accounts Meeting) Annually
2020/21 Annual Governance Statement and Review of the Code of Corporate Governance	July 2021 (Accounts Meeting) Annually
2020/21 Annual Governance Report External Audit Business	July 2021 (Accounts Meeting) Annually

Environmental Audits Outcomes – Progress update	September 2021
Annual IT Health Check (Code of Connection) <b>Confidential Report</b>	September 2021 Annually
Internal Audit Plan – Progress	September 2021 Quarterly
Risk Management (Risk Register)	September 2021 Quarterly - detailed report every six months, exception report quarters in-between.
Council's Use of Regulation of Investigatory Powers Act (RIPA)	September 2021 Quarterly
External Audit Progress Report and Technical Update <b>External Audit Business</b>	September 2021 Quarterly
Treasury Management Mid-Year Review	December 2021 Annually
Future of Local Public Audit	Report on Government proposals considered 5th July 2011. Further report once final regulations/guidelines are known. <u>Note:</u> Appointing Your External Auditor briefing note considered June 2016.
Policy for Engagement of External Auditors for non-audit work	Considered March 2013. Review policy - date to be agreed