

APPENDIX A

GOVERNANCE AND AUDIT – CALENDAR OF WORK PROGRAMME ITEMS 2022/23

Date of Meeting	Agenda item	Author	Purpose and whether mandatory	Frequency
22 September 2022	Progress Report on Internal Audit Activity 2022/2023 and Internal Audit Recommendations	Internal Audit	To update Committee on progress of the plan. Not mandatory, but part of Governance role.	To each meeting
	Q1 2022-23 Risk Report	Corey Gooch	Part of Governance role – not mandatory	To each meeting
	Q1 2022-23 Treasury Report	Section 151 Officer	To comply with Treasury Management Strategy reporting requirements	Quarterly
	Unaudited financial statements 2021/22 including Narrative Report and Annual Governance Statement	Section 151 Officer	To approve financial statements prior to release to External Audit. Mandatory	Annual
17 November 2022	Audit Results Report 21/22	External Audit (Ernst & Young)	Mandatory report to those charged with Governance	Annual
	Approval of Annual Governance Statement, for inclusion with the Council's published financial statements and approval of the audited 21/22 financial statements.	Section 151 Officer	Mandatory – approval required	Annual
	Internal Audit – Audit Plan Progress Report 2022-23	Internal Audit	To update Committee on progress of the plan.- Not mandatory, but part of Governance role.	To each meeting.
	Follow up report on Internal Audit recommendations	Internal Audit	Not mandatory, but part of Governance role.	To each meeting.

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	Governance and Audit Committee Self Assessment	Internal Audit	For confirmation. Good practice.	Annual
	Mid Term Treasury Report 22/23	Section 151 Officer	To comply with Treasury Management Strategy reporting requirements	Half-yearly
	Q2 2022-23 Risk Report	Corey Gooch	Part of Governance role – not mandatory	To each meeting
19 January 2023	Housing Benefit Grant Claims 21/22	External Audit (KPMG)	External Audit Certification of Grant Claims – Mandatory Approval	Annual
	SHDC Annual Audit Letter 2021/22	External Audit (Ernst & Young)	Mandatory/Consultation requirement. To approve audit fees.	Annual
	Treasury Management Strategy Statement, Mimum Revenue Provision Policy Statement and Annual Investment Strategy 2023/24	Section 151 Officer	Mandatory requirement. To review Treasury Managment Strategy and approve Prudential Indicators.	Annual
	Q3 2022-23 Risk Report	Corey Gooch	Part of Governance role – not mandatory	To each meeting
	Governance and Audit Committee Annual Report – consideration of requirements for content TBC	Section 151 Officer/Democratic Services	Not mandatory Good practice	Annually-TBC
16 March 2023	Audit Plan 22/23	External Audit (Ernst & Young)	External Audit Plan – Mandatory Approval	Annual
	Internal Audit – Audit Plan Progress Report 2022-23	Internal Audit	To update Committee on progress of the plan. Not mandatory, but part of Governance role.	To each meeting

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	Strategic and Annual Internal Audit Plan 2023/24	Internal Audit	Annual Internal Audit Workplan - Mandatory approval	Annual
	Follow up report on Internal Audit recommendations	Internal Audit	Not mandatory, but part of Governance role.	To each meeting
	Financial Statements 2022/23 Accounting Policies	Section 151 Officer	Not mandatory, but good practice.	Annual

The following item to be added to the Committee's Work Programme on an ad hoc basis, where there is information to report:

- **March 2024 – Diarise to review the Counter Fraud, Corruption and Bribery Policy, and the Whistleblowing Policy (to be reviewed every three years, last reviewed March 2021 (Whistleblowing Policy) and 17 June 2021 (Counter Fraud, Corruption and Bribery Policy).**