

Audit Committee 2019-20 work plan

Item	Author
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**22 January 2020 (Report deadline: 10 January 2020)**

Cyber Security update	IT
Audit committee update (including audit cope and additional work letter)	Grant Thornton
Internal audit monitoring report	Internal Audit
Revised RIPA (surveillance and CHIS) Policy and PA (communications data) Policy	Counter Fraud Unit

**24 March 2020 (Report deadline: 12 March 2020)**

Audit committee update	Grant Thornton
Audit plan (for the current year)	Grant Thornton
Certification of grants and returns (for the previous year)	Grant Thornton
Annual plan (for the upcoming year)	Internal Audit
Internal audit monitoring report	Internal Audit
Counter Fraud update and future work provision	Counter Fraud Unit
Annual review and approval of RIPA guidance policies	Counter Fraud Unit
Annual review of Code of Corporate Governance	Darren Knight
Annual Governance Statement	Darren Knight
Annual Review of Risk Management Policy	Ann Wolstencroft

**22 July 2020 (Report deadline: 10 July 2020)**

Internal audit opinion (for the previous year)	Internal Audit
Annual Audit Fee letter for the coming year	Grant Thornton
Audit highlights memorandum - ISA 260 (for the previous year) inc. Financial Resilience	Grant Thornton
Auditing Standards – communicating with the Audit Committee	Paul Jones
Statement of Accounts (previous year) (inc. letter of representation)	Finance Team

**ANNUAL ITEMS (standing items to be added to the work plan each year)**

**January**

IT Security update	IT
Audit committee update	Grant Thornton
Certification of grants and returns (for the previous year)	Grant Thornton
Internal audit monitoring report	Internal Audit

Audit Committee 2019-20 work plan

Item	Author
Annual governance statement – significant issues action plan	Internal Audit
<b>April</b>	
Audit committee update	Grant Thornton
Audit plan (for the current year)	Grant Thornton
Annual plan (for the upcoming year)	Internal Audit
Internal audit monitoring report	Internal Audit
Counter Fraud update and future work provision	Counter Fraud Unit
Annual review and approval of RIPA guidance policies	Counter Fraud Unit
Annual review of Code of Corporate Governance	Darren Knight
Annual Governance Statement	Darren Knight
Annual Review of Risk Management Policy	Ann Wolstencroft
<b>July</b>	
Internal audit opinion (for the previous year)	Internal Audit
Annual Audit Fee letter for the coming year	Grant Thornton
Audit highlights memorandum - ISA 260 (for the previous year) inc. Financial Resilience	Grant Thornton
Auditing Standards – communicating with the Audit Committee	Paul Jones/Chair
Statement of Accounts (previous year) (inc. letter of representation)	Finance Team
<b>September</b>	
Internal audit monitoring report	Internal Audit
Counter Fraud update and future work provision	Counter Fraud Unit
Annual audit letter (for the previous year)	Grant Thornton