Audit, Compliance and Governance Committee, Work Plan – Annual Items

ANNUAL ITEMS (standing items to be added to the work plan each year)	
January	
IT Security update	John Chorlton/Tony Oladejo
Audit committee update	External auditor
Annual Auditors report (for previous year)	External auditor
Internal audit monitoring report	Internal Audit
Annual governance statement – significant issues action plan	Claire Hughes
Review of Risk Management Policy	Victoria Bishop
Review of Risk Register	Victoria Bishop
April	
Audit progress report and sector updates	External auditor
External audit plan (for the current year)	External auditor
External Audit Fee Letter (for previous year)	External auditor
Annual plan (for the upcoming year)	Internal Audit
Internal audit monitoring report	Internal Audit
Counter Fraud and Enforcement Unit report (inc. RIPA / IPA update)	Counter Fraud Unit
Annual review of Code of Corporate Governance (if CIPFA guidance has changed)	Claire Hughes
Annual Governance Statement	Claire Hughes
Review of Risk Management Policy every 3 years?	Victoria Bishop
Review of Risk Register	Victoria Bishop
Review of Draft Accounting Policies	Finance Team
July	
Internal audit opinion (for the previous year)	Internal Audit
Internal audit monitoring report	Internal Audit
Auditing Standards – communicating with the Audit Committee	Finance Team/Chair
Statement of Accounts (previous year) (inc. letter of representation)	Finance Team
Annual update on FOI and EIR	Beth Cordingley
Review of Risk Register	Victoria Bishop
Audit, Compliance and Governance Annual Report to Council	Chair of Audit Committee
September / October	
Audit Findings Report - ISA260 (for the previous year)	External auditor
Internal audit monitoring report	Internal Audit
Counter Fraud and Enforcement Unit update and future work provision	Counter Fraud Unit
Review of Risk Register	Victoria Bishop

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