

**AUDIT & GOVERNANCE COMMITTEE
WORK PROGRAMME – 2023/2024**

Date of Meeting: 30 November 2023		
Subject	Lead Officer / Member	Comments
External Audit		
2021/22 External Audit Progress Update	Ernst & Young	Verbal update Covering the audit of the 2021/22 Accounts
2022/23 External Audit Update	Ernst & Young	Verbal update Covering the audit of the 2022/23 Accounts
Treasury Management		
Treasury Management Mid-Year Report	Senior Accountant (Treasury Management)	Recommendations for approval by Full Council
Internal Audit		
Progress Against the Audit Plan	Southern Internal Audit Partnership	
Governance Framework		
Updates to Corporate Risk Register	Finance & Risk Manager	
Work Programme		
To agree the rolling work programme for 2023/24		Updates, etc.

Date of Meeting: 27 February 2024		
Subject	Lead Officer / Member	Comments
External Audit		
Auditor's Annual Report	Ernst & Young	Covering the audit of the 2021/22 Accounts TBC
Audit Planning Update	Ernst & Young	Covering the audit of the 2022/23 Accounts
Statement of Accounts		
Approval of Accounting Policies 2023/24	Group Head of Finance	If CIPFA advise of any changed requirements, then an update will be provided at the next meeting
Treasury Management		

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Treasury Management Strategy Statement and Annual Investment Strategy	Senior Accountant (Treasury Management)	For approval by Full Council (13 Mar 2024)
Internal Audit		
Internal Audit Charter	Southern Internal Audit Partnership	
Annual Internal Audit Plan 2024/25	Southern Internal Audit Partnership	
Progress Against the Audit Plan	Southern Internal Audit Partnership	
Governance Framework		
Updates to Corporate Risk Register	Finance & Risk Manager	
Other Items		
Independent Remuneration Panel – Recommendations Following Review of the Members' Allowances Scheme	Committee Services Manager	
Annual update on the Council's use of powers under the Regulation of Investigatory Powers Act 2000 (RIPA)	Group Head of Law & Governance	
Regulation of Investigatory Powers Act (RIPA) Policy and Guidance	Group Head of Law & Governance	
Work Programme		
To agree the rolling work programme for 2024/25		

February meeting has to be timed so that Treasury Management Strategy can be approved by Full Council before 31 March each year

Date of Meeting: xx July 2024 (TBC)		
Subject	Lead Officer / Member	Comments
Statement of Accounts		
Annual Statement of Accounts 2022/23 and Letter of Representation	Group Head of Finance	TBC
Final Annual Governance Statement 2022/23	Group Head of Finance	TBC
Draft Annual Governance Statement 2023/24	Group Head of Finance	Draft version to be considered by Committee (final version will be presented with the Annual Accounts)

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External Audit		
Audit Results Report	Ernst & Young	Covering the audit of the 2022/23 Accounts TBC
Governance Framework		
Updates to Corporate Risk Register	Finance & Risk Manager	
Treasury Management		
Treasury Management Annual Report 2023/24	Senior Accountant (Treasury Management)	Recommendations for approval by Full Council
Internal Audit		
Annual Internal Audit Report & Opinion 2023-2024	Southern Internal Audit Partnership	
Other Items		
Progress update on housing tenancy fraud	Neighbourhood Services Manager	Annual update as requested by the Committee
Counter-Fraud Report 2023/24	Group Head of Finance	TBC
Work Programme		
To agree the rolling work programme for 2024/25		

Date of Meeting: xx September 2024 (TBC)		
Subject	Lead Officer / Member	Comments
External Audit		
Response to E&Y on annual assurance letter regarding governance arrangements	Committee Chair	Letter to be sent to external audit
Internal Audit		
Progress Against the Audit Plan	Southern Internal Audit Partnership	
Treasury Management		
Treasury Management Interim Report	Senior Accountant (Treasury Management)	
Governance Framework		
Updated Risk Management Framework	Finance & Risk Manager	
Updates to Corporate Risk Register	Finance & Risk Manager	

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Work Programme		
To agree the rolling work programme for 2024/25		

Date of Meeting: xx November 2024 (TBC)		
Subject	Lead Officer / Member	Comments
Treasury Management		
Treasury Management Mid-Year Report	Senior Accountant (Treasury Management)	Recommendations for approval by Full Council
Internal Audit		
Progress Against the Audit Plan	Southern Internal Audit Partnership	
Governance Framework		
Updates to Corporate Risk Register	Finance & Risk Manager	
Other Items		
Annual update on the Council's use of powers under the Regulation of Investigatory Powers Act 2000 (RIPA)	Group Head of Law & Governance	
Review Of The Partnerships Register	Group Head of Organisational Excellence	
Work Programme		
To agree the rolling work programme for 2024/25		Updates, etc.

Other items to be considered in Work Programme:-

Independent Members' Remuneration Panel

- Recruitment / appointments
- Proposals for / progress of review
- Report on review / proposals for change to be passed by A&GC to Full Council

Relevant policy reviews, updates, etc.