

## Work Programme 2023/24

Date		Work Item	Author	Attendee	Category
26 <sup>th</sup> June 2023	1	Internal Audit update report	Jonathan Foster	Angela Laycock	Internal Audit
	2	Counter Fraud and Corruption update report	Louise Ivens	Louise Ivens	Internal Audit
	3	Civica CX (Housing) and FMS (Finance) systems interfaces	Helen Jackson	Girish Solanki	Additional Assurance
	4	Draft annual report 2021/22 of CGAC to Council	Liz Gott	Kate Sadler	Effectiveness
24 <sup>th</sup> July 2023	1	Internal Audit Annual report and opinion (including assurance in respect of RIPA)	Jonathan Foster	Angela Laycock Louise Ivens	Statutory
	2	Draft Statement of Accounts (for information)	Mary Hasnip	Mary Hasnip	Statutory
	3	Interim Annual Governance Statement (for information)	Kate Sadler	Kate Sadler	Statutory
	4	Grant Thornton Interim Audit Findings Report 2021-22		GT	External Audit
25 <sup>th</sup> September 2023	1	Annual assurance report on planning regulation and enforcement arrangements	Helen Cerroti	David Feeney	Annual Assurance
	2	Annual assurance report on decision making	Liz Gott / Kate Sadler	Liz Gott / Kate Sadler	Annual Assurance
	3	Internal Audit update report	Jonathan Foster	Angela Laycock	Internal Audit
	4	Approval of Annual Governance Statement 2023	Kate Sadler	Kate Sadler	Statutory
	5	Work Programme	Kate Sadler	Liz Gott / Kate Sadler	

Date		Work Item	Author	Attendee	Category
27 <sup>th</sup> November 2023	1	Annual assurance report on procurement policies and practices	Kieron Dennett	Kieron Dennett	Annual Assurance
	2	Annual assurance report on corporate performance management arrangements	Claire Keightley and Emma Kamillo-Price	Mike Eakins, Claire Keightley, and Emma Kamillo-Price	Annual Assurance
	3	Annual assurance report on corporate risk and resilience arrangements	Tim Rollett and Leanne Cummings	Tim Rollett and Leanne Cummings	Annual Assurance
	4	Annual report on financial planning and management arrangements (to include Treasury Management)	Richard Ellis	Richard Ellis	Annual Assurance
	5	Informing the Audit Risk Assessment	Mary Hasnip	GT	External Audit
	6	Receipt of External Auditor's audit plan for 2023/24	Mary Hasnip	GT	External Audit
	7	Receipt of External Audit's ICT Report	Mary Hasnip	GT	External Audit
	8	Receipt of External Audit's Audit Report for 2021/22 Accounts	Mary Hasnip	GT	External Audit
	9	Work Programme	Liz Gott / Kate Sadler	Kate Sadler	
5 <sup>th</sup> February 2024	1	Internal Audit update report	Jonathan Foster	Angela Laycock	Internal Audit
	2	Joint annual report on information governance from Data Protection Officer and Caldicott Guardian	Aaron Linden	DPO / Shona McFarlane	Annual Assurance

<b>Date</b>		<b>Work Item</b>	<b>Author</b>	<b>Attendee</b>	<b>Category</b>
	3	Update report on Information and Digital Services Governance	Andrew Byrom	Leonardo Tantari	Annual Assurance
	4	Counter Fraud and Corruption update report	Jonathan Foster	Jonathan Foster	Internal Audit
	5	Receipt of External Audit's annual report setting out findings of 2022/23 Value for Money review.	Mary Hasnip	GT	External Audit
	6	Work Programme	Liz Gott / Kate Sadler	Kate Sadler	
18 <sup>th</sup> March 2024		Receipt of Internal Audit Plan	Jonathan Foster	Angela Laycock	Internal Audit
		Annual assurance report on employment policies and procedures and employee conduct	Jess Dolphin	Andy Dodman	Annual Assurance
		Receipt of External Audit's Audit Report for 2022/23 Accounts	Mary Hasnip	GT	External Audit
		Approval of Audited Accounts	Mary Hasnip	Mary Hasnip	Statutory
	3	Proposed Work Programme	Kate Sadler	Kate Sadler	Effectiveness