

AUDIT AND GOVERNANCE COMMITTEE - WORK PROGRAMME

Executive Summary

There are a number of business items which come before the Committee on an established and recurring basis. Most notably, the Internal Audit service and the external audit function both produce plans and reports for consideration throughout the year. These matters are, for the most part, planned with reporting dates fixed in advance. It is helpful to see these planned events listed together, and a provisional work programme is attached to this report.

Recommendations

The Committee is requested to:

RESOLVE That the Work Programme be received.

The Committee has the authority to determine the recommendation(s) set out above.

Background Papers: None.

Reporting Person: Gareth John, Interim Director of Legal and Democratic Services
Email: gareth.john@woking.gov.uk, Extn: 3077

Contact Person: Gareth John, Interim Director of Legal and Democratic Services
Email: gareth.john@woking.gov.uk, Extn: 3077

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REPORT ENDS

Audit and Governance Committee – Work Programme

AUDIT AND GOVERNANCE COMMITTEE WORK PROGRAMME 2024-25

Committee date	Report title	Issues to consider
20 June 2024	Update on External Audit	To receive an update from BDO.
	Indicative External Audit Plan for 2023-24	To receive the indicative External Audit Plan for 2023-24 from Grant Thornton.
	Internal Audit Progress Report	Progress update of work undertaken by the Internal Audit service.
	Internal Audit Annual Report 2023/24	Review of Internal Audit service work in 2023/24 (inc. outstanding high risk recommendations).
	Registration of Interests for Members Elected in May 2024	To receive Registration of Interests for Members elected in May 2024.
	Work Programme	To receive the Work Programme.
19 September 2024	Update on External Audit	To receive an update.
	Annual Governance Statement 2023/24	To receive the Statement for inclusion in the 2023/24 Statement of Accounts.
	Internal Audit Plan 2024/25	To receive an update as requested at the April meeting of the Committee.
	Internal Audit Service Progress Update	Progress update of work undertaken by the Internal Audit service.
	Health and Safety Annual Report	To receive the Health and Safety Annual Report.
	Members' Code of Conduct	Review operation from 1/8/23 to 31/7/24.
	Ombudsmen Complaints	Receive the annual report on Ombudsmen Complaints.
21 November 2024	Update on External Audit	To receive an update.
	Internal Audit Progress Report	Review of work undertaken by the Internal Audit service in the six months to 30/9/24.
	Internal Audit Charter	To approve the Internal Audit Charter, reviewed annually.
	Anti-Fraud and Corruption and Confidential Reporting Policies	Bi-annual review by the Monitoring Officer.
20 February 2025	Update on External Audit	To receive an update.
	Internal Audit Service Progress Update	Progress update of work undertaken by the Internal Audit service.
	Internal Audit Strategy and Proposed 2025/26 Plan	To approve the Internal Audit plan for the year 2025/26.
	Annual Review of the Committee	To review the work of the Committee over the past Municipal Year.