

## WORK PROGRAMME FOR 2022/23

| Committee Function and Report Subject      |   | Frequency | Last Covered                      | July 2022           | Sept 2022 | Nov 2022 | March 2023                         |
|--|---|-----------|-----------------------------------|---------------------|-----------|----------|------------------------------------|
| <b>OVERALL PURPOSE AND ACCOUNTABILITY</b>  |   |           |                                   |                     |           |          |                                    |
| Review of Work Programme and training plan |   | Quarterly | 2021-22                           | YES                 | YES       | YES      | YES, and Annual Report for 2021/22 |
| Review of the Functions of the Committee   |   | 3 yearly  | 2019-20                           |                     | YES       |          |                                    |
| <b>GOVERNANCE, RISK AND CONTROL</b>        |   |           |                                   |                     |           |          |                                    |
| Corporate Governance & AGS                 | Local Code of Corporate Governance        | As needed | 2016-17                           |                     |           |          |                                    |
|  | <b>Annual Governance Statement</b>        | Annual    | 2021-22                           | YES                 |           |          |                                    |
| Risk Management                            | Policy                                    | As needed | 2016-17                           |                     |           |          |                                    |
|  | <b>Risk Management Monitoring Reports</b> | 6 monthly | 2021-22                           |                     | YES       |          | YES                                |
|  | Business Continuity                       | 3 yearly  | 2018-19                           |                     |           | YES      |                                    |
|  | Specific Risk Management topics           | As needed | 2019-20<br>(cyber security risks) |                     |           |          |                                    |
| Value for Money                            | Specific VFM studies                      | As needed | None                              |                     |           |          |                                    |
| Counter Fraud                              | <b>Counter Fraud Policy and Strategy</b>  | 3 yearly  | 2016-17                           |                     |           | YES      |                                    |
|  | <b>Anti-Bribery Policy</b>                | As needed | 2011-12                           |                     |           | YES      |                                    |
|  | Sanctions and Redress Policy              | As needed | 2016-17                           |                     |           |          |                                    |
|  | <b>Counter Fraud Annual Report</b>        | Annually  | 2021-22                           | YES                 |           |          |                                    |
| Partnerships                               | <b>Partnership Governance Report</b>      | Annually  | 2021-22                           |                     | YES       |          |                                    |
| <b>AUDIT</b>                               |   |           |                                   |                     |           |          |                                    |
| Internal Audit                             | Internal Audit Strategy                   | 3 yearly  | 2018-19                           |                     |           |          |                                    |
|  | <b>Internal Audit Annual Plan</b>         | Annual    | 2021-22                           | YES<br>(from March) |           |          | YES                                |
|  | <b>Internal Audit Progress Report</b>     | Quarterly | 2021-22                           | YES                 | YES       | YES      | YES                                |

| Committee Function and Report Subject        |  | Frequency | Last Covered   | July 2022 | Sept 2022 | Nov 2022 | March 2023                  |
|--|--|-----------|----------------|-----------|-----------|----------|-----------------------------|
|  | <b>Head of Audit's Annual Opinion</b>  | Annual    | 2021-22        | YES       |           |          |                             |
| External Audit                               | <b>Arrangements for Appointment of External Auditors</b>                           | As needed | 2021-22        |           | YES       |          |                             |
|  | <b>Annual Plan and Fee</b>   | Annual    | 2020-21        | YES       |           |          | YES                         |
|  | <b>Annual Auditor's Report and VFM commentary</b>                                  | Annual    | 2020-21        | YES       |           |          |                             |
|  | <b>Annual Certification Report</b>   | Annual    | 2021-22        |           |           |          | YES                         |
|  | Specific reports from inspection agencies  | As needed | 2018-19 (RIPA) |           |           |          |                             |
| <b>FINANCIAL REPORTING</b>                   |  |           |                |           |           |          |                             |
| <b>Statement of Accounts</b>                 |  | Annual    | 2021-22        | YES       |           |          |                             |
| <b>External Audit – Audit Results Report</b> |  | Annual    | 2021-22        |           | YES       |          |                             |
| <b>WIDER FUNCTIONS OF THE COMMITTEE</b>      |  |           |                |           |           |          |                             |
| Standards and Ethics                         | Review of Code of Conduct for Members  | As needed | 2015-16        |           |           |          |                             |
|  | Review of member / officer protocol  | As needed | 2008-09        |           |           |          |                             |
|  | <b>Annual Ombudsman Reports and Overview of Complaints against members</b>         | Annual    | 2021-22        |           | YES       |          |                             |
|  | <b>Review of Members Training and Development Programme</b>                        | Annual    | 2021-22        |           |           |          | YES                         |
| Treasury Management                          | <b>Treasury Management Strategy and Indicators</b>                                 | Annual    | 2021-22        |           |           | YES      | YES - Policy and indicators |
| Key Policy Review                            | <b>Annual Review of the Constitution</b>   | Annual    | 2020-21        |           |           | YES      |                             |
|  | <b>Review of Financial Regulations</b>   | 3 yearly  | 2019-20        |           |           |          | YES                         |
|  | Review of Procurement and Contract Procedure Rules                                 | 3 yearly  | 2021-22        |           |           |          |                             |
|  | Prevention of the Facilitation of Tax Evasion                                      | As needed | 2021-22        |           |           |          |                             |
| Other Matters referred to the Committee      | Updates on legal issues  | As needed | 2017-18        |           |           |          |                             |
|  | Issues referred by the Chief Executive Officer, Directors and Other Council Bodies | As needed | None           |           |           |          |                             |
| Number of Items                              |  |           |                | 9         | 8         | 7        | 9                           |