

Committee Functions and Report Coverage

		Frequency	Last Covered	Covered in 2023/24	Scheduled for 2024/25
OVERALL PURPOSE AND ACCOUNTABILITY					
Review of the Audit and Governance Committee		Annually	2022-23	Partly	YES
Monitoring Officer (MO) Report - to include Review of Work Programme		Every Meeting	n/a	YES	YES
Review of the Functions of the Committee – included in MO Report **		3 yearly	2022-23		
GOVERNANCE, RISK AND CONTROL					
Corporate Governance & AGS	Local Code of Corporate Governance	As needed	2016-17		YES**
	Annual Governance Statement	Annual	n/a	YES	YES
Risk Management	Policy	As needed	2016-17		
	Risk Management Monitoring Reports	6 monthly	n/a	YES	YES
	Business Continuity – Included in Risk Management Report **	3 yearly	2022-23		
	Specific Risk Management topics	As needed	2019-20 (cyber security risks)		
Value for Money	Specific VFM studies	As needed	None		
Counter Fraud	Counter Fraud Policy and Strategy	3 yearly	2023-24	YES**	
	Anti-Bribery Policy**	As needed	2011-12		YES**
	Sanctions and Redress Policy	As needed	2016-17		
	Counter Fraud Annual Report	Annual	n/a	YES	YES
Partnerships	Partnership Governance Report – Included in the Chief Internal Auditors Opinion Report **	Annual	n/a	YES**	YES**
AUDIT					
Internal Audit	Internal Audit Strategy Included in Chief Internal Auditors Quarterly Report **	3 yearly	2018-19		YES**

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	Annual Internal Audit Plan – Included in Chief Internal Auditors Quarterly Report **	Annual	n/a	YES**	YES**
	Chief Internal Auditors Quarterly Report	Quarterly	n/a	YES	YES
	Chief Internal Auditor’s Annual Opinion	Annual	n/a	YES	YES
External Audit	Arrangements for Appointment of External Auditors	As needed	2023-24	YES	
	Annual Plan and Fee	Annual	n/a	YES	YES
	Annual Auditor’s Report and VFM commentary	Annual	n/a	YES	YES
	Annual Certification Report	Annual	n/a	YES	YES
	Specific reports from inspection agencies	As needed	2021-22 (RIPA)		
FINANCIAL REPORTING					
Statement of Accounts		Annual	n/a	YES	YES
External Audit – Audit Results Report		Annual	n/a		YES
WIDER FUNCTIONS OF THE COMMITTEE					
Standards and Ethics	Review of Code of Conduct for Members	As needed	2015-16		
	Review of member / officer protocol	As needed	2008-09		
	Annual Ombudsman Reports and Overview of Complaints against members– Included in MO Report	Annual	n/a	YES**	YES**
	Review of Members Training and Development Programme – Included in MO Report	Annual	n/a	YES	YES**
Treasury Management	Treasury Management Strategy and Indicators	Annual	n/a	YES	YES
Key Policy Review	Annual Review of the Constitution – Included in MO Report**	Annual	n/a	YES**	YES**
	Review of Financial Regulations – included in MO Report**	3 yearly	2022-23		YES**
	Review of Procurement and Contract Procedure Rules	3 yearly	2021-22		YES
	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		