

AUDIT & GOVERNANCE COMMITTEE WORK PROGRAMME 2024/25			
20 June 2024 @ Huntingdonshire District Council			
Item:	Title:	Purpose:	Lead:
Standard Items:			
	<input type="checkbox"/> Minutes <input type="checkbox"/> Chair's Announcements <input type="checkbox"/> Work Programme		
Improvement Items:			
	Improvement Plan Update	Provide an update on the improvement work	Angela Probert
Internal Control Items:			
	Corporate Risk Register		Chris Bolton
	Corporate Performance Report		Jules lent
Audit Items:			
	Internal Audit – Progress Report		RSM
	External Audit - 22/23 Value for Money opinion		EY
Standards and Conduct Items:			
Other:			
	Election of Vice Chair		

AUDIT & GOVERNANCE COMMITTEE WORK PROGRAMME 2024/25			
18 th July @ Huntingdonshire District Council			
Item:	Title:	Purpose:	Lead:
Standard Items:			
	<input type="checkbox"/> Minutes <input type="checkbox"/> Chair's Announcements <input type="checkbox"/> Work Programme		
Improvement Items:			
	Improvement Plan Update		Angela Probert
Internal Control Items:			
	Corporate Risk Register		Chris Bolton

	Risk Deep Dive – Culture & Governance		
	2023-24 Treasury Management Outturn Report		Ian Pantling
	Internal Audit Action Tracker		Chris Bolton
Audit Items:			
	Internal Audit – Progress Report		RSM
	Draft 23/24 statement of accounts		S73 Officer
	External Audit – Audit Plan 23/24		EY
Standards and Conduct Items:			
	Code of Conduct & Complaints Report	Committee requested that they receive a bi-annual update on the number of complaints received.	Monitoring Officer
Other:			

AUDIT & GOVERNANCE COMMITTEE WORK PROGRAMME 2024/25

26th September @ Huntingdonshire District Council

Item:	Title:	Purpose:	Lead:
Standard Items:			
	<input type="checkbox"/> Minutes <input type="checkbox"/> Chair's Announcements <input type="checkbox"/> Work Programme		
Improvement Items:			
	Improvement Plan Highlight Report		
Internal Control Items:			
	Corporate Risk Register		Chris Bolton
	Internal Audit Action Tracker		Chris Bolton
	Risk deep Dive – Cyber Security		
Audit Items:			
	Internal Audit – Progress Report		RSM
Standards and Conduct Items:			
Other:			
	Independent Members Appointments		Matt Cumberbatch
	Constitution Update – Procurement		Chantel Allott

AUDIT & GOVERNANCE COMMITTEE WORK PROGRAMME 2024/25

8th November @ Huntingdonshire District Council

Item:	Title:	Purpose:	Lead:
Standard Items:			
	<input type="checkbox"/> Minutes <input type="checkbox"/> Chair's Announcements <input type="checkbox"/> CPCA Update <input type="checkbox"/> Work Programme		
Internal Control Items:			
	Corporate Risk Register		Chris Bolton
	Risk Appetite	Committee requested to review the CA Risk Appetite Annually	Chris Bolton
	2024/25 Treasury Management mid-year update		Ian Pantling
	Risk Deep Dive – Future Funding & Viability of CA		
	Subsidiary Companies		Matt Cumberbatch/Janice Gotts/Mayor
Audit Items:			
	Internal Audit – Progress Report		RSM
	Verbal Update – 22/23 & 23/24 Accounts		EY
Standards and Conduct Items:			
Other:			
	Annual Review of Committee Arrangements		Matt Cumberbatch
	Independent Person – Role Profiles		Matt Cumberbatch

AUDIT & GOVERNANCE COMMITTEE WORK PROGRAMME 2024/25

28th November @ Huntingdonshire District Council

Item:	Title:	Purpose:	Lead:
Standard Items:			
	<input type="checkbox"/> Minutes <input type="checkbox"/> Chair's Announcements <input type="checkbox"/> CPCA Update <input type="checkbox"/> Work Programme		
Internal Control Items:			
	Corporate Risk Register		Chris Bolton
	Corporate Risk Deep Dive – Financial Underspend & TCF		
Audit Items:			
	22/23 Audit Results Report & VFM Opinion		EY
	22/23 Final Accounts & AGS		Janice/Rob

Standards and Conduct Items:			
	Code of Conduct & Whistleblowing	Report on whistleblowing and code of conduct process brought to the A&G meeting in December following the adoption of the model code of conduct.	Matthew Cumberbatch
	GDPR Policies Update		Susan Hall
Other:			

AUDIT & GOVERNANCE COMMITTEE WORK PROGRAMME 2024/25			
21 st February @ Huntingdonshire District Council			
Item:	Title:	Purpose:	Lead:
Standard Items:			
	<input type="checkbox"/> Minutes <input type="checkbox"/> Chair's Announcements <input type="checkbox"/> CPCA Update <input type="checkbox"/> Work Programme		
Internal Control Items:			
	Corporate Risk Register		Chris Bolton
	Risk Deep Dive – Climate		
	Performance Management Framework Update		Jules Ient
	Monitoring & Evaluation Framework		Jules Ient
	Draft 2024-25 Financial Strategies		Ian Pantling
Audit Items:			
	Internal Audit – Progress Report		
	Internal Audit Action Tracker		Nathan Bunting
	23/24 Audit Results		
	23/24 Final Accounts & AGS		
Standards and Conduct Items:			
	Code of Conduct Annual Report		Monitoring Officer
	Code of Corporate Governance		Janice/Matt
	Information Governance Update		Susan Hall
Other:			
	A&G Committee Draft Annual Report		
	Procurement Update		Chantel Allott/Matt Cumberbatch

AUDIT & GOVERNANCE COMMITTEE WORK PROGRAMME 2025/26			

June XXX @ Huntingdonshire District Council

Item:	Title:	Purpose:	Lead:
Standard Items:			
	<input type="checkbox"/> Minutes <input type="checkbox"/> Chair's Announcements <input type="checkbox"/> CPCA Update <input type="checkbox"/> Work Programme		
Internal Control Items:			
	Corporate Risk Register		Chris Bolton
	Risk Deep Dive		
Audit Items:			
	Internal Audit – Progress Report		RSM
	External Audit		EY
Standards and Conduct Items:			
Other:			
	Election of Vice Chair		

AUDIT & GOVERNANCE COMMITTEE WORK PROGRAMME 2025/26

Xxx July @ Huntingdonshire District Council

Item:	Title:	Purpose:	Lead:
Standard Items:			
	<input type="checkbox"/> Minutes <input type="checkbox"/> Chair's Announcements <input type="checkbox"/> CPCA Update <input type="checkbox"/> Work Programme		
Internal Control Items:			
	Corporate Risk Register		Chris Bolton
	Risk Deep Dive		
Audit Items:			
	Internal Audit – Progress Report		
	2023-24 Treasury Management Outturn Report		Ian Pantling
Standards and Conduct Items:			
	Code of Conduct Annual Report		Monitoring Officer
Other:			

AUDIT & GOVERNANCE COMMITTEE WORK PROGRAMME 2025/26			
XXX September @ Huntingdonshire District Council			
Item:	Title:	Purpose:	Lead:
Standard Items:			
	<input type="checkbox"/> Minutes <input type="checkbox"/> Chair's Announcements <input type="checkbox"/> CPCA Update <input type="checkbox"/> Work Programme		
Internal Control Items:			
	Corporate Risk Register		Chris Bolton
	Risk Deep Dive		
	Risk management Framework		Chris Bolton
Audit Items:			
	Internal Audit – Progress Report		
	Internal Audit Action Tracker		Nathan Bunting
Standards and Conduct Items:			
	Member Officer Protocol		Matthew Cumberbatch
Other:			

AUDIT & GOVERNANCE COMMITTEE WORK PROGRAMME 2025/26			
XXX November @ Huntingdonshire District Council			
Item:	Title:	Purpose:	Lead:
Standard Items:			
	<input type="checkbox"/> Minutes <input type="checkbox"/> Chair's Announcements <input type="checkbox"/> CPCA Update <input type="checkbox"/> Work Programme		
Internal Control Items:			
	Corporate Risk Register		Chris Bolton
	Risk Deep Dive		
	2024/25 Treasury Management mid-year update		Ian Pantling
Audit Items:			
	Internal Audit – Progress Report		

Standards and Conduct Items:			
Other:			
	Annual review of Committee Arrangements		

AUDIT & GOVERNANCE COMMITTEE WORK PROGRAMME 2025/26			
XXX January @ Huntingdonshire District Council			
Item:	Title:	Purpose:	Lead:
Standard Items:			
	<input type="checkbox"/> Minutes <input type="checkbox"/> Chair's Announcements <input type="checkbox"/> CPCA Update <input type="checkbox"/> Work Programme		
Internal Control Items:			
	Corporate Risk Register		Chris Bolton
	Risk Deep Dive		
Audit Items:			
	Internal Audit – Progress Report		
	Draft 2024-25 Financial Strategies		Ian Pantling
Standards and Conduct Items:			
	Code of Conduct Annual Report		Monitoring Officer
Other:			
	Information Governance Update		Susan Hall

AUDIT & GOVERNANCE COMMITTEE WORK PROGRAMME 2025/26			
XXX March @ Huntingdonshire District Council			
Item:	Title:	Purpose:	Lead:
Standard Items:			
	<input type="checkbox"/> Minutes <input type="checkbox"/> Chair's Announcements <input type="checkbox"/> CPCA Update <input type="checkbox"/> Work Programme		
Internal Control Items:			
	Corporate Risk Register		Chris Bolton
	Risk Deep Dive		

Audit Items:			
	Internal Audit – Progress Report		
	Internal Audit Action Tracker		Nathan Bunting
Standards and Conduct Items:			
Other:			
	A&G Committee Draft Annual Report		

AUDIT & GOVERNANCE COMMITTEE DEVELOPMENT PROGRAMME 2024-25				
Date:	Item:	Provider:	Purpose:	Lead:
11 th June	A&G Committee Induction	Governance Team	Provide induction to the CA for new members	Anne Gardiner
9 th July	Development Session – Internal Control Assurance (TBC)			
10 th September	Development Session – Risk Management – Principles & Practices (TBC)	RSM		
15 th October	Development Session – Financial reporting and understanding financial statements (TBC)	EY		
14 th January	Development Session – Governance (TBC)			
8 th November at close of meeting.	Private Meeting of Committee & Internal and External Auditors			Anne Gardiner

Items for future work programmes:

Member Officer Protocol to be reviewed every 2 years – next review date Sept 2025.

Risk Management Framework to be reviewed every 2 years – next review date Sept 2025

Risk Appetite to be reviewed annually – next review date Sept 2024