

AUDIT AND RISK MANAGEMENT COMMITTEE

WORK PROGRAMME 2024/25

The programme of work for the Audit and Risk management Committee includes all reports of a statutory and legislative nature or are required to be reported to public sector audit committees during the municipal year for compliance with the Public Sector Internal Audit Standards.

SCHEDULED PROGRAMME OF WORK BETWEEN OCTOBER 2024 AND MAY 2025

Item	Committee Meeting	Lead Departmental Officer
Health and Safety Annual Report	October 2024	Director of Law and Corporate Services
Internal Audit Counter Fraud Update	October 2024	Chief Internal Auditor
External Audit Findings Report	October 2024	Grant Thornton
Final Statement of Accounts and Annual Governance Statement	October 2024	Director of Finance
Procurement Update	October 2024	Head of Procurement
Annual Senior Information Governance Officer Report	October 2024	Director of Law and Corporate Services
ARMC Annual Report 2023-24	January 2025	Chief Internal Auditor
ARMC Self-Assessment	January 2025	Chief Internal Auditor
External Audit – Annual Audit Report	January 2025	Grant Thornton
External Audit – Audit Sector Update	January 2025	Grant Thornton
RIPA Update	March 2025	Director of Law and Corporate Services
Whistleblowing – Annual Report	March 2025	Director of Law and Corporate Services

STANDING ITEMS AND MONITORING REPORTS

Item	Reporting Frequency	Lead Officer
Internal Audit Update	Every Meeting	Director of Finance
Corporate Risk Management Update	Every Meeting	Director of Finance

External Audit Annual Report Actions Update	Six-Monthly	Director of Finance
Work Programme Update	Every Meeting	Director of Law and Corporate Services

ADDITIONAL AGENDA ITEMS – WAITING TO BE SCHEDULED

Item	Brief Description	Date Requested	Approx. timescale	Lead Officer

WORK PROGRAMME ACTIVITIES OUTSIDE COMMITTEE

Item	Format	Timescale	Lead Officer
Working Groups			
Risk Sub Group	Chair and Spokespersons	Quarterly	Risk, Continuity and Compliance Manager
Spotlight sessions / workshops			
Statement of Accounts Training Workshop	Workshop	September 2024 (To be Scheduled)	Senior Finance Manager
Briefing Notes			
Corporate Complaints	Briefing Note	October 2024	Assistant Business Unit Manager (OSS)
Corporate Governance Group Update	Briefing Note	January 2025	Corporate Finance Manager