

# 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
Statement of Accounts and Final Audit Findings Report	December 2024	Director of Finance
External Audit Annual Audit Report	December 2024	Director of Finance
ARMC Annual Report 2023-24	January 2025	Chief Internal Auditor
ARMC Self-Assessment	January 2025	Chief Internal Auditor
External Audit – Audit Sector Update	January 2025	Grant Thornton
IPCO Inspection Outcome Report	January 2025	Principal Lawyer: Litigation & Governance
RIPA Update	March 2025	Director of Law and Corporate Services
Whistleblowing – Annual Report	March 2025	Director of Law and Corporate Services
SIRO Update	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 Updates	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
<b>Working Groups</b>			
Risk Sub Group	Chair and Spokespersons	Monthly	Risk, Continuity and Compliance Manager
<b>Spotlight sessions / workshops</b>			
Audit Findings Report and Value for Money Training	Workshop	TBC	Senior Finance Manager
Committee Risk Workshop	Workshop	January 2025	Chief Internal Auditor/ Risk, Continuity and Compliance Officer
<b>Briefing Notes</b>			
Corporate Complaints	Briefing Note	November 2024	Assistant Business Unit Manager (OSS)
Corporate Governance Group Update	Briefing Note	January 2025	Corporate Finance Manager