

Reigate and Banstead Borough Council Audit Committee Work Programme



Published:

Report Author(s)	Lead Member(s)	Officer sign off	Subject	O&S	Executive	Council	Open / Exempt	Key
14 June 2023								
<i>Jacqueline Aboagye, Finance Manager, Pat Main, Chief Finance Officer</i>	Portfolio Holder for Corporate Policy and Resources, Deputy Leader and Portfolio Holder for Finance and Governance	Chief Finance Officer	Audit Committee Overview To give the Committee an overview of the role of the Audit Committee.				Open	
<i>Luke Harvey, Project & Performance Team Leader</i>	Portfolio Holder for Corporate Policy and Resources	Head of Corporate Policy, Projects and Performance	Risk management - Q4 2022/23 To receive an update on risk management in Q4 2022/23		22 Jun 2023		Open	
<i>Luke Harvey, Project & Performance Team Leader</i>	Deputy Leader and Portfolio Holder for Finance and Governance	Chief Finance Officer	Internal audit - 2022/23 annual report and opinion To receive the annual internal audit report and opinion.				Open	
<i>Pat Main, Chief Finance Officer,</i>	Deputy Leader and Portfolio	Chief Finance Officer	Draft Annual Governance Statement 2022/23				Open	

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<i>Jacqueline Aboagye, Finance Manager</i>	Holder for Finance and Governance		To review the Draft Annual Governance Statement 2022/23.					
<i>Pat Main, Chief Finance Officer</i>	Deputy Leader and Portfolio Holder for Finance and Governance	Chief Finance Officer	Statement of Accounts Progress Update To receive a progress update regarding the Statement of Accounts.				Open	
6 September 2023								
<i>Gloria Addai, Performance Officer - Project & Business Assurance, Ross Tanner, Performance Officer, Luke Harvey, Project & Performance Team Leader</i>	Portfolio Holder for Corporate Policy and Resources	Head of Corporate Policy, Projects and Performance	Risk management - Q1 2023/24 Quarterly Risk management update for Quarter 1 of the 2023/24 financial year		14 Sep 2023		Part exempt	
<i>Tom Borer, Policy Officer</i>	Deputy Leader and Portfolio Holder for Finance and Governance	Chief Finance Officer	Internal audit - Quarter 1 2023/24 progress report To receive the Q1 2023/24 internal audit progress report.				Open	
6 December 2023								
<i>Gloria Addai, Performance Officer - Project &</i>	Portfolio Holder for Corporate Policy and	Head of Corporate Policy, Projects and	Risk management - Q2 2023/24		14 Dec 2023		Part exempt	

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<i>Business Assurance, Ross Tanner, Performance Officer, Luke Harvey, Project & Performance Team Leader</i>	Resources	Performance	To provide a quarterly update for the Council's risk management. This will show the situation as of the end of the 2nd Quarter of the 2023/24 financial year.					
<i>Tom Borer, Policy Officer</i>	Deputy Leader and Portfolio Holder for Finance and Governance	Chief Finance Officer	Internal audit - Quarter 2 2023/24 progress report To receive the Q2 2023/24 internal audit progress report.				Open	
<i>Alex Vine, Democratic and Electoral Services Manager</i>	Portfolio Holder for Corporate Policy and Resources	Head of Corporate Policy, Projects and Performance	Update of the Code of Corporate Governance To adopt the updated Code of Corporate Governance.				Open	
13 March 2024								
<i>Gloria Addai, Performance Officer - Project & Business Assurance, Ross Tanner, Performance Officer, Luke Harvey, Project & Performance Team Leader</i>	Portfolio Holder for Corporate Policy and Resources	Head of Corporate Policy, Projects and Performance	Risk management - Q3 2023/24 To Provide a risk management update for Q3 of the 2023/24 financial year		21 Mar 2024		Open	
<i>Tom Borer, Policy Officer</i>	Deputy Leader and Portfolio	Chief Finance Officer	Internal audit - Quarter 3 2023/24 progress report				Part exempt	

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	Holder for Finance and Governance		To receive the Q3 2023/24 internal audit progress report.				By Virtue of Paragraph 7 Information relating to any action taken or to be taken in connection with the prevention, investigation or prosecution of crime.	
<i>Tom Borer, Policy Officer</i>	Deputy Leader and Portfolio Holder for Finance and Governance	Chief Finance Officer	Internal audit plan and charter - 2024/25 To receive the internal audit plan and Charter for 2023/24.				Open	
<i>Liane Dell, Democratic Services Officer</i>	Portfolio Holder for Corporate Policy and Resources	Strategic Head of Legal and Governance	Audit Committee Annual Report 2023/24 and Forward Work Programme 2024/25 To consider the Audit Committee's Annual Report and				Open	

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			forward work programme for 2024/25.					
Meeting date TBC for 2020/21 reports								
<i>Pat Main, Chief Finance Officer</i>	Deputy Leader and Portfolio Holder for Finance and Governance	Chief Finance Officer	Final Annual Governance Statement 2020/21 To consider the Final Annual Governance Statement 2020/21				Open	
<i>Jacqueline Aboagye, Finance Manager, Pat Main, Chief Finance Officer</i>	Deputy Leader and Portfolio Holder for Finance and Governance	Chief Finance Officer	External Auditor Report (ISA 260) 2020/21 This report, from the Council's external auditors, summarises conclusions and significant issues arising from the audit of the 2020/21 Annual Financial Report.				Open	
<i>Jacqueline Aboagye, Finance Manager, Pat Main, Chief Finance Officer</i>	Deputy Leader and Portfolio Holder for Finance and Governance	Chief Finance Officer	Statement of Accounts 2020/21 To consider the Audited Statement of Accounts 2020/21.				Open	
Meeting Date TBC for 2021/22 reports								
<i>Jacqueline Aboagye, Finance Manager, Pat Main, Chief Finance Officer</i>	Deputy Leader and Portfolio Holder for Finance and Governance	Chief Finance Officer	Final Annual Governance Statement 2021/22 To consider the Final Annual Governance Statement 2021/22.				Open	
<i>Pat Main, Chief Finance Officer,</i>	Deputy Leader and Portfolio	Chief Finance Officer	External Auditor Report (ISA 260) 2021/22				Open	

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<i>Jacqueline Aboagye, Finance Manager</i>	Holder for Finance and Governance		This report, from the Council's external auditors, summarises conclusions and significant issues arising from the audit of the 2021/22 Annual Financial Report.					
<i>Pat Main, Chief Finance Officer, Jacqueline Aboagye, Finance Manager</i>	Deputy Leader and Portfolio Holder for Finance and Governance	Chief Finance Officer	Statement of Accounts 2021/22 To consider the audited Statement of Accounts 2021/22				Open	
Meeting Date TBC for 2022/23 reports								
<i>Jacqueline Aboagye, Finance Manager, Pat Main, Chief Finance Officer</i>	Deputy Leader and Portfolio Holder for Finance and Governance	Chief Finance Officer	Final Annual Governance Statement 2022/23 To consider the Final Annual Governance Statement 2022/23.				Open	
<i>Pat Main, Chief Finance Officer, Jacqueline Aboagye, Finance Manager</i>	Deputy Leader and Portfolio Holder for Finance and Governance	Chief Finance Officer	Audited Statement of Accounts 2022/23 To consider the Audited Statement of Accounts 2022/23.				Open	
<i>Pat Main, Chief Finance Officer, Jacqueline Aboagye, Finance Manager</i>	Deputy Leader and Portfolio Holder for Finance and Governance	Chief Finance Officer	External Auditor Report (ISA 260) 2022/23 This report, from the Council's external auditors, summarises conclusions and significant issues arising from the audit of				Open	

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			the 2022/23 Annual Financial Report.					

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