

# Reigate and Banstead Borough Council Audit Committee Work Programme



Published: 11 May 2023

Report Author(s)	Lead Member(s)	Officer sign off	Subject	O&S	Executive	Council	Open / Exempt	Key
<b>14 June 2023</b>								
<i>Jacqueline Aboagye, Finance Manager, Pat Main, Chief Finance Officer</i>	Deputy Leader and Portfolio Holder for Finance and Governance, Portfolio Holder for Corporate Policy and Resources	Chief Finance Officer	<b>Audit Committee Overview</b>  To give the Committee an overview of the role of the Audit Committee.				Open	
<i>Luke Harvey, Project &amp; Performance Team Leader</i>	Portfolio Holder for Corporate Policy and Resources	Head of Corporate Policy, Projects and Performance	<b>Risk management - Q4 2022/23</b>  To receive an update on risk management in Q4 2022/23		22 Jun 2023		Open	
<i>Luke Harvey, Project &amp; Performance Team Leader</i>	Deputy Leader and Portfolio Holder for Finance and Governance	Chief Finance Officer	<b>Internal audit - Quarter 4 2022/23 Progress Report</b>  To receive the internal audit quarter 4 2022/23 progress report.				Open	

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

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	Finance and Governance		To receive the Q1 2023/24 internal audit progress report.					
<b>6 December 2023</b>								
<i>Gloria Addai, Performance Officer - Project &amp; Business Assurance, Ross Tanner, Performance Officer, Luke Harvey, Project &amp; Performance Team Leader</i>	Portfolio Holder for Corporate Policy and Resources	Head of Corporate Policy, Projects and Performance	<b>Risk management - Q2 2023/24</b>  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.		14 Dec 2023		Part exempt	
<i>Tom Borer, Policy Officer</i>	Deputy Leader and Portfolio Holder for Finance and Governance	Chief Finance Officer	<b>Internal audit - Quarter 2 2023/24 progress report</b>  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	<b>Update of the Code of Corporate Governance</b>  To adopt the updated Code of Corporate Governance.				Open	
<b>13 March 2024</b>								
<i>Gloria Addai, Performance Officer - Project &amp; Business Assurance, Ross Tanner,</i>	Portfolio Holder for Corporate Policy and Resources	Head of Corporate Policy, Projects and Performance	<b>Risk management - Q3 2023/24</b>  To Provide a risk management update for Q3 of the 2023/24 financial year		21 Mar 2024		Open	

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<i>Performance Officer, Luke Harvey, Project &amp; Performance Team Leader</i>								
<i>Tom Borer, Policy Officer</i>	Deputy Leader and Portfolio Holder for Finance and Governance	Chief Finance Officer	<b>Internal audit - Quarter 3 2023/24 progress report</b>  To receive the Q3 2023/24 internal audit progress report.				Part exempt	
<i>Tom Borer, Policy Officer</i>	Deputy Leader and Portfolio Holder for Finance and Governance	Chief Finance Officer	<b>Internal audit plan and charter - 2024/25</b>  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	<b>Audit Committee Annual Report 2023/24 and Forward Work Programme 2024/25</b>  To consider the Audit Committee's Annual Report and forward work programme for 2024/25.				Open	
<b>Meeting date TBC for 2020/21 reports</b>								
<i>Pat Main, Chief Finance Officer</i>	Deputy Leader and Portfolio Holder for Finance and Governance	Chief Finance Officer	<b>Final Annual Governance Statement 2020/21</b>  To consider the Final Annual Governance Statement 2020/21				Open	
<i>Jacqueline Aboagye, Finance</i>	Deputy Leader and Portfolio	Chief Finance Officer	<b>External Auditor Report (ISA 260) 2020/21</b>				Open	

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

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

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