

REIGATE AND BANSTEAD BOROUGH COUNCIL:

AUDIT COMMITTEE

Date of issue: 04 March 2024



Report Author(s)	Lead Member(s)	Officer sign off	Subject	O&S	Executive	Council	Open / Exempt	Key
3 July 2024								
<i>Luke Harvey, Project & Performance Team Leader</i>	Portfolio Holder for Corporate Policy and Resources	Head of Corporate Policy, Projects and Performance	Risk Management – Quarter 4 2023/24 To note the Quarter 4 2023/24 update on risk management provided by the report and associated annexes and make any observations to the Executive.		11 July 24		Open	
<i>Tom Borer, Policy Officer</i>	Deputy Leader and Portfolio Holder for Finance and Governance and Organisation	Chief Finance Officer	Internal Audit 2023/24 – Quarter 4 progress report To consider progress in Q4 against delivery of the 2023/24 internal audit plan.				Open	
<i>Tom Borer, Policy Officer</i>	Deputy Leader and Portfolio Holder for Finance and Governance	Chief Finance Officer	Annual Internal Audit report and opinion 2023/24 To consider the audit report opinion for 2023/24.				Open	

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	and Organisation							
<i>Tom Borer, Policy Officer</i>	Deputy Leader and Portfolio Holder for Finance and Governance and Organisation	Chief Finance Officer	Internal Audit 2024/25 – Q2 internal audit plan To consider the internal audit plan for quarter 2 of 2024/25.					
<i>Pat Main, Chief Finance Officer, Jacqueline Aboagye, Finance Manager</i>	Deputy Leader and Portfolio Holder for Finance and Governance and Organisation	Chief Finance Officer	Draft Annual Governance Statement 2023/24 To review the Draft Annual Governance Statement				Open	
11 September 2024								
<i>Tom Borer, Policy Officer</i>	Deputy Leader and Portfolio Holder for Finance and Governance and Organisation	Chief Finance Officer	Internal Audit 2024/25 – Quarter 1 progress report To consider progress in Q1 against delivery of the 2024/25 internal audit plan.				Open	
<i>Tom Borer, Policy Officer</i>	Deputy Leader and Portfolio Holder for Finance and Governance and	Chief Finance Officer	Internal Audit 2024/25 – Q3 internal audit plan To consider the internal audit plan for quarter 3 of 2024/25.				Open	

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	Organisation							
<i>Luke Harvey, Project & Performance Team Leader</i>	Portfolio Holder for Corporate Policy and Resources	Head of Corporate Policy, Projects and Performance	Risk Management – Quarter 1 2024/25 To note the Quarter 1 2024/25 update on risk management provided by the report and associated annexes and make any observations to the Executive.		19 September 24		Open	
4 December 2024								
Tom Borer, Policy Officer	Deputy Leader and Portfolio Holder for Finance and Governance and Organisation	Chief Finance Officer	Internal audit 2024/25 – Quarter 2 progress report To consider progress in Q2 against delivery of the 2024/25 internal audit plan.				Open	
<i>Tom Borer, Policy Officer</i>	Deputy Leader and Portfolio Holder for Finance and Governance and Organisation	Chief Finance Officer	Internal Audit 2024/25 – Q4 internal audit plan To consider the internal audit plan for quarter 4 of 2024/25.				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 – Quarter 2 2024/25 To note the Quarter 2 2024/25 update on risk		12 December 24		Open	

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			management provided by the report and associated annexes and make any observations to the Executive.					
<i>Simon Rosser Revenues and Benefits Manager</i>	Deputy Leader and Portfolio Holder for Finance and Governance and Organisation	Chief Finance Officer	Counter Fraud Policy Update To note the Counter Fraud Policy Update.				Open	
<i>Pat Main, Chief Finance Officer,</i>	Deputy Leader and Portfolio Holder for Finance and Governance and Organisation	Chief Finance Officer	Procurement Update To note the update on Procurement activity				Opeb	
<i>Alex Vine Electoral and Democratic Services Manager</i>	Portfolio Holder for Corporate Governance	Commercial and Investment Director	Update of the Code of Corporate Governance To adopt the updated Code of Corporate Governance.				Open	
12 March 2025								
<i>Luke Harvey, Project & Performance Team Leader</i>	Portfolio Holder for Corporate Policy and Resources	Head of Corporate Policy, Projects and Performance	Risk Management – Quarter 3 2024/25 To note the Quarter 3 2024/25 update on risk		20 March 25		Open	

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			management provided by the report and associated annexes and make any observations to the Executive.					
<i>Luke Harvey, Project & Performance Team Leader</i>	Portfolio Holder for Corporate Policy and Resources	Head of Corporate Policy, Projects and Performance	Risk Management – 2025-26 To receive the 2025/26 strategic risks and assurance framework.		20 March 25			
<i>Tom Borer, Policy Officer</i>	Deputy Leader and Portfolio Holder for Finance and Governance and Organisation	Chief Finance Officer	Internal Audit 2024/25 – Quarter 3 progress report To consider progress in Q3 against delivery of the 2024/25 internal audit plan.				Open	
<i>Tom Borer, Policy Officer</i>	Deputy Leader and Portfolio Holder for Finance and Governance and Organisation	Chief Finance Officer	Internal Audit Plan 2025/26- and Charter 2025/26 To approve the internal audit plan for 2025/26 and Charter 2025/26.				Open	
<i>Liane Dell - Democratic Services Officers</i>	Portfolio Holder for Corporate Policy and Resources	Head of Legal and Governance	Audit Committee Annual Report 2024/25 and Forward Work Programme 2025/26 To consider the Audit Committee's Annual Report and				Open	

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			forward work programme for 2025/26.					
Meeting Date TBC for 2020/21 reports								
<i>Pat Main Chief Finance Officer, Jacqueline Aboagye, Finance Manager</i>	Deputy Leader and Portfolio Holder for Finance and Governance and Organisation	Chief Finance Officer	Final Annual Governance Statement 2020/21 To consider the Final Annual Governance Statement 2020/21				Open	
<i>Pat Main, Interim Head of Finance and Assets</i>	Deputy Leader and Portfolio Holder for Finance and Governance and Organisation	Chief Finance Officer	Audited Statement of Accounts 2020/21 To consider the Audited Statement of Accounts 2020/21				Open	
<i>Pat Main, Chief Finance Officer, Jacqueline Aboagye, Finance Manager</i>	Deputy Leader and Portfolio Holder for Finance and Governance and Organisation	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.					
Meeting Date TBC for 2021/22 reports								
<i>Pat Main, Chief Finance Officer,</i>	Deputy Leader and Portfolio	Chief Finance Officer	Final Annual Governance Statement 2021/22				Open	

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<i>Jacqueline Aboagye, Finance Manager</i>	Holder for Finance and Governance and Organisation		To consider the Final Annual Governance Statement 2021/22					
<i>Pat Main, Chief Finance Officer, Jacqueline Aboagye, Finance Manager</i>	Deputy Leader and Portfolio Holder for Finance and Governance and Organisation	Chief Finance Officer	Audited Statement of Accounts 2021/22 To consider the Audited Statement of Accounts 2021/22				Open	
<i>Pat Main, Chief Finance Officer, Jacqueline Aboagye, Finance Manager</i>	Deputy Leader and Portfolio Holder for Finance and Governance and Organisation	Chief Finance Officer	External Auditor Report (ISA 260) 2021/22 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	
Meeting Date TBC for 2022/23 reports								
<i>Pat Main, Chief Finance Officer, Jacqueline Aboagye, Finance Manager</i>	Deputy Leader and Portfolio Holder for Finance and Governance and Organisation	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,</i>	Deputy Leader and Portfolio	Chief Finance Officer	Audited Statement of Accounts 2022/23				Open	

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<i>Jacqueline Aboagye, Finance Manager</i>	Holder for Finance and Governance and Organisation		To consider the Audited Statement of Accounts 2022/23					
<i>Pat Main, Chief Finance Officer, Jacqueline Aboagye, Finance Manager</i>	Deputy Leader and Portfolio Holder for Finance and Governance and Organisation	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 the 2022/23 Annual Financial Report.				Open	
Meeting Date TBC for 2023/24 reports								
<i>Pat Main, Chief Finance Officer, Jacqueline Aboagye, Finance Manager</i>	Deputy Leader and Portfolio Holder for Finance and Governance and Organisation	Chief Finance Officer	Final Annual Governance Statement 2023/24 To consider the Final Annual Governance Statement 2023/24				Open	
<i>Pat Main, Chief Finance Officer, Jacqueline Aboagye, Finance Manager</i>	Deputy Leader and Portfolio Holder for Finance and Governance and Organisation	Chief Finance Officer	Audited Statement of Accounts 2023/24 To consider the Audited Statement of Accounts 2023/24				Open	
<i>Pat Main, Chief Finance Officer,</i>	Deputy Leader and Portfolio	Chief Finance Officer	External Auditor Report (ISA 260) 2023/24				Open	

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<i>Jacqueline Aboagye, Finance Manager</i>	Holder for Finance and Governance and Organisation		This report, from the Council's external auditors, summarises conclusions and significant issues arising from the audit of the 2023/24 Annual Financial Report.					

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