

## Matters considered by the Committee

July 2024

### Annual Meeting Business:-

1	Apologies	Governance	
2	Appointment Of Chair	Governance	5 Mins
3	Chairs Announcements and Urgent Business	Chair	2 Mins
4	Membership of the Committee 2024-2025	Governance	2 Mins
5	Annual Declarations of Interest	Governance	
6	Audit Committee Terms of Reference	Governance	5 Mins

### Ordinary Meeting Business:-

7	Declarations of Interest	Governance	
8	Minutes of the Previous Audit Committee Meeting	Governance	5 Mins
9	Update from the Joint Audit Panel	Governance	5 Mins

### Standing Items:-

10	Risk Management Update	Deputy Director of Audit and Assurance	10 mins
11	Internal Audit Annual Opinion 2023/24	Deputy Director of Audit and Assurance	10 mins
12	Internal Audit Plan	Deputy Director of Audit and Assurance	10 Mins
13	Audit Action Tracking	Deputy Director of Audit and Assurance	10 mins
14	Whistleblowing Policy updates (Part B)	Deputy Director of Audit and Assurance	10 mins

## Financial Reporting

15	Draft Annual Governance Statement	Treasurer	10 mins
16	Assessment Of Going Concern		
17	Statement of Accounts 2022-23	Treasurer	10 mins
18	Draft Statement of Accounts 2023-24	Treasurer	
19	Treasury Management Annual Report	Treasurer	10 mins

## External Audit

20	External Audit Progress Report	External Audit	10 mins
21	Value For Money Report	External Audit	10 mins

## Forward Planning

22	Audit Committee Work Programme	Governance/Chair	5 mins
23	Date And Time of Next Meeting	Governance	

## October 2024

## Standing Items

1	Apologies	Governance	1 min
2	Chairs Announcements and Urgent Business	Chair	
3	Declarations of Interest	Governance	
4	Minutes of the previous Audit Committee Meeting	Governance	5 mins
5	Update from the Joint Audit Panel	Governance	2 mins
6.	Audit Committee Annual Report	Chair	10 Mins

## Risk and Assurance

7.	Risk Management Update	Deputy Director of Audit and Assurance	10 mins
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8.	Risk Deep Dive	Risk Owner/ Deputy Director of Audit and Assurance	
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### Internal Audit and Counter Fraud

9	Internal Audit Progress Report	Deputy Director of Audit and Assurance	10 mins
10	Audit Action Tracking	Deputy Director of Audit and Assurance	10 mins

### Financial Reporting

11	Quarterly Treasury Management Update	Treasurer	5 Mins
12	Statement of Accounts 2023/24	Treasurer	10 Mins
13	Letter Of Representation	Treasurer	
14	Assessment of Going Concern	Treasurer	10 Mins

### External Audit

15	External Audit Progress Report	External Audit	10 Mins
16	Final Statement of Accounts – report of the External Auditors	External Audit	
17	Annual Audit Letters	External Audit	
18	Value For Money Report	External Audit	10 Mins

### Forward planning

20	Audit Committee Work Programme	Chair	5 mins
21	Date and time of next meeting	Governance	

## January 2025

### **Standing Items**

1	Apologies	Governance	1 min
2	Chairs Announcements and Urgent Business	Chair	2 mins
3	Declarations of Interest	Governance	2 mins
4	Minutes of the last meeting	Governance	5 mins
5	Update from the Joint Audit Panel Report from JAP Chair	Governance	2 mins

### **Risk and Assurance**

6	Risk Management Update	Deputy Director of Audit and Assurance	
7	Risk Deep Dive -	Risk Owner	
8	Reviewing the effectiveness of the GMCA Audit Committee	Questionnaire from Head of Audit and Assurance	
9	Information Governance Update		

### **Internal Audit and Counter Fraud**

10	Internal Audit Progress Report	Deputy Director of Audit and Assurance	15 mins
11	Audit Action Tracking	Deputy Director of Audit and Assurance	10 mins
12	Counter Fraud Strategy and Action Plan	Deputy Director of Audit and Assurance	10 mins

### **Financial Reporting**

13	Treasury Management Strategy	Treasurer	10 mins
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### **External Audit**

14	External Audit Progress Report	External Audit	15 mins
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### Forward planning

15	Audit Committee Work Programme	Chair	5 mins
16	Date and time of next meeting	Governance	

### March 2025

#### Standing Items

1	Apologies	Governance	1 min
2	Chairs Announcements and Urgent Business	Chair	2 mins
3	Declarations of Interest	Governance	2 mins
4	Minutes of the last meeting	Governance	5 mins
5	Update from the Joint Audit Panel	Governance	2 mins

#### Risk and Assurance

6	Risk Management Update	Deputy Director of Audit and Assurance	
7	Risk Deep Dive -	Risk Owner	

#### Internal Audit and Counter Fraud

10	Internal Audit Progress Report	Deputy Director of Audit and Assurance	15 mins
11	Audit Action Tracking	Deputy Director of Audit and Assurance	10 mins

#### Financial Reporting

13	Treasury Management Strategy	Treasurer	10 mins
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#### External Audit

14	External Audit Progress Report	External Audit	15 mins
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## Forward planning

15	Audit Committee Work Programme	Chair	5 mins
16	Date and time of next meeting	Governance	