

AUDIT AND RISK MANAGEMENT COMMITTEE WORK PROGRAMME 2024

DATE OF MEETING	TITLE	TYPE OF REPORT	LEAD OFFICER	OBJECTIVES AND DESIRED OUTCOMES
12 February 2024				
	Treasury Management Strategy Statement, Capital Strategy, Minimum Revenue Provision Policy Statement and Annual Investment Strategy 2023/24	Annual	Mark Saunders	To endorse the strategy to be included in the final budget report
	Internal Audit Plan 2023/24 Progress report Q3	Quarterly	David Thacker	To consider and note the activity and performance of the Internal Audit function
	RIPA Policy	Annual	Amy Brown	To agree proposed changes/updates to the RIPA Policy
	Corporate Risk Register – update	Quarterly	Stephen Beacher	To review and approve the quarterly risk register.
	Audit and Risk Management Committee Work Programme	Quarterly	David Thacker	Information Purposes
25 March 2024				
	Draft Statement of Accounts 2022-23	Annual	Mark Saunders	Review and note the draft Statement of Accounts 2022-23
	Anti-Money Laundering Policy	4 Yearly	Peter Catchpole	To approve the Anti-Money Laundering Policy.
	Corporate Debt Policy	4 Yearly	Amy Brown / Peter Catchpole	To agree proposed changes/updates to the Corporate Debt Policy
	Risk Based Internal Audit Plan 2024/25	Quarterly	David Thacker	To approve the internal audit plan and resources for the forthcoming year
	Annual Governance Statement Update 2022/23	Annual	David Thacker	To review and note the progress on the Annual Governance Statement action plan arising from 2022/23.

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	Risk Management Strategy and Corporate Risk Register	Annual	Stephen Beacher	To consider and note the annual review of risk management and corporate risk register.
	Audit and Risk Management Committee Work Programme	Quarterly	David Thacker	Information Purposes
XX July 2024				
	Treasury Management Annual Review 2023/24	Annual	Mark Saunders	To consider the overall financial and operational performance of the Council's treasury management activity for 2023/24
	Internal Audit Outturn and Quality Assurance Review	Annual	Internal Audit	To provide the Audit and Risk Management Committee with an overview of the work undertaken by Internal Audit during 2023/24. To provide the Audit Managers annual opinion on the system of internal control. To consider the effectiveness of Internal Audit.
	Audit and Risk Management Committee Annual Report 2023/24	Annual	Internal Audit	To report to Full Council the commitment and effectiveness of the Audit and Risk Management Committee's work from April 2023 to March 2024
	Audit and Risk Management Committee Work Programme	Quarterly	Internal Audit	Information Purposes

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Future items *(when to be brought to the committee in 2024 to be determined)*

- Corporate Debt Policy (4 Years) – March 2024

Cyclical Items *(not due this year unless policy or legislation changes require amendments prior to review date)*

- Whistleblowing Policy July 2024
- ARMC Terms of Reference December 2024
- External Auditor Appointment Process Dec – Feb 2027

Audit and Risk Management Committee Training sessions 2024

- Statement of Accounts – Mark Saunders 12th February 2024
- Risk Register – Stephen Beacher 25th March 2024

Audit and Risk Management Committee Action Plan

Title	Comments	Due by	RAG
Independent Member appointment	A report was presented to the committee in July 2022, with the committee agreeing in principle to progress with an independent member appointment to ARMC. Further report outlining skills analysis and job description to be brought back to ARMC for recommendation to Council.	March 2024	Not due yet
Committee Training	Committee Members to discuss training requirements and provide officers with suggested training topics for future meetings.	Ongoing	

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Abbreviations Used in Audit & Risk Management Committee

AGS	Annual Governance Statement
ARG	Additional Restrictions Grant
ARP	Anglia Revenue Partnerships
BCP	Business Continuity Planning
BEIS	The Department for Business, Energy and Industrial Strategy
CFR	Capital Financing Requirement
CIPFA	Chartered Institute of Public Finance and Accountancy
CIS	Commercial Investment Strategy
CMT	Corporate Management Team
CNC	CNC Building Control
CPCA	Cambridgeshire & Peterborough Combined Authority
CPE	Civil Parking Enforcement/
CPLRF	Cambridgeshire & Peterborough Local Resilience Forum
CTS	Council Tax Support
DFG	Disabled Facilities Grants
DPA	Data Protection Act
CSR	Comprehensive Spending Review
FFL	Fenland Future Ltd
GDPR	General Data Protection Regulations
IAS	International Accounting Standards
IFRS	International Financial Reporting Standard
LGA	Local Government Association
LGSS	Local Government Shared Services
LRSG	Local Restrictions Support Grants
MHCLG	Ministry of Housing Communities and Local Government
MoU	Memorandum of Understanding
MRP	Minimum Revenue Provision
MTFP	Medium Term Financial Plan
MTSP	Management, Trade Union & Staff Partnership
NFI	National Fraud Initiative
NNDR	National Non-Domestic Rates
OIB	Operational Improvement Board (ARP)
OLTL	Other Long-Term Liabilities
PPA	Post Payment Assurance
PSAA	Public Sector Auditor Appointments
PSIAS	Public Sector Internal Audit Standards
PWLB	Public Works Loan Board
RIPA	Regulation of Investigative Powers