

## **Appendix 1 - Audit Committee Forward Work Plan 2023/2024**

### **July 2023**

Virtual Informal Pre-meeting Workshop: Walkthrough of the Unaudited Draft Statement of Accounts.

#### **Formal Meeting to include:**

- Draft Unaudited Draft Statement of Accounts
- Treasury Annual Outturn Report
- Internal Audit Progress and Required Reports
- External Audit Progress and Required Reports
- Approval of the Assurances from management and TCWG (Standard External Audit Request)
- Annual Monitoring & Evaluation Framework
- Corporate Risk Register including Fraud Risk Register
- Update on Live Action Plan
- Annual Audit Committee Report and Self-Assessment
- Feedback Section

### **September 2023**

Virtual Informal Pre-meeting Workshop: Final Statement of Accounts.

#### **Formal Meeting to include:**

- Sign off the Audited Final Statement of Accounts
- Corporate Risk Register including Climate Risk Register
- Internal Audit Progress and Required Reports
- External Audit Progress and Required Reports
- Update on Live Action Plan
- Feedback Section

### **December 2023**

Virtual Informal Pre-meeting Workshop: Arlingclose present to discuss Treasury Options to help inform the Committee on the Treasury Management Strategy.

#### **Formal Meeting to include:**

- Draft Treasury Management Strategy
- Treasury Management Monitoring Update
- Internal Audit Progress and Required Reports
- External Audit Progress and Required Reports
- Update on Live Action Plan
- Corporate Risk Register including Business and Skills Risk Register
- Feedback Section

**March 2024**

Informal Pre-meeting Workshop: Internal Audit to provide training to the Committee (TBC – Current Topical Area at the time).

**Formal Meeting to include:**

- Internal Audit Progress and Required Reports
- External Audit Progress and Required Reports
- Update on Live Action Plan
- Corporate Risk Register including Strategy and Innovation Risk Register
- Forward Plan Report for 2024/2025
- Feedback Section