

AUDIT COMMITTEE
ANNUAL AGENDA PLAN

AGENDA ITEM NO 12

LEAD OFFICER: Ian Smith, Director Finance & S151 Officer

DEMOCRATIC SERVICES OFFICER: Tracy Couper

Mon 17 July 2023		Mon 16 October 2023		Mon 29 January 2024	
4:30pm		4:30pm		4:30pm	
Report deadline	4pm Mon 3 July	Report deadline	4pm Mon 2 Oct	Report deadline	4pm Mon 15 Jan
Agenda despatch	Wed 5 July	Agenda despatch	Wed 4 Oct	Agenda despatch	Wed 17 Jan
Chairman's Announcements	Chairman	Chairman's Announcements	Chairman	Chairman's Announcements	Chairman
External Audit – Initial Audit Plan	External Audit	Internal Audit Progress Report	Internal Audit	Annual Governance Statement – Final Draft	Chief Executive
Internal Audit Annual Report & Opinion 2022/23	Internal Audit	Draft Annual Governance Statement	Chief Executive	External Audit – Audit Results Report	External Audit
Risk Management Policy and Framework Review	Director Finance & S151 Officer	<i>Actions taken by the Director Finance on the grounds of urgency (if any)</i>	DSO	Statement of Accounts	Director Finance & S151 Officer
Corporate Risk Management Monitoring Report	Director Finance & S151 Officer	Forward Agenda Plan	DSO	Internal Audit Progress Report	Internal Audit
Internal Audit Progress Report	Internal Audit			Corporate Risk Management Monitoring Report	Director Finance & S151 Officer
Forward Agenda Plan	DSO			<i>Actions taken by the Director Finance on the grounds of urgency (if any)</i>	DSO
				Forward Agenda Plan	DSO

Notes:
1. Agenda items in italics are provisional items / possible items for future meetings

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Mon 18 March 2024	4:30pm
Report deadline	4pm Mon 4 March
Agenda despatch	Weds 6 Mar
Chairman's Announcements	Chairman
Internal Audit Charter & Work Plan	Internal Audit
Internal Audit Progress Report	Internal Audit
<i>Actions taken by the Director Finance on the grounds of urgency (if any)</i>	DSO
Forward Agenda Plan	DSO

Notes:
1. Agenda items in italics are provisional items / possible items for future meetings