

Audit and Governance Work Programme

containing Joint Audit and Governance
Committee work to be undertaken
MAY 2022 – SEPTEMBER 2022



What is the work programme?

The Audit and Governance Work Programme belongs to South Oxfordshire District Council's and Vale of White Horse District Council's Joint Audit and Governance Committee and sets out a schedule of work for the period shown above. It is a rolling plan, subject to change at each committee meeting; however, the councils may allocate additional work without notice.

Item title	Meeting date	Lead officer	Why is it here?	Scope	Notes
Internal audit annual report 2021/22	Joint Audit and Governance Committee 5 Jul 2022	Victoria Dorman-Smith, Internal Audit Manager victoria.dorman-smith@southandvale.gov.uk	To review the work of internal audit in 2021/22.	To monitor the effectiveness of internal audit and to make recommendations for changes as necessary.	
Internal audit activity report - first quarter 2022/23	Joint Audit and Governance Committee 5 Jul 2022	Victoria Dorman-Smith, Internal Audit Manager victoria.dorman-smith@southandvale.gov.uk	The council audits its services through the internal audit service in line with the approved internal audit plan. The report will summarise the outcomes of recent audit activity for the committee to consider.	The committee is asked to review the report and the main issues arising and seek assurance that action has been or will be taken as necessary.	

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Internal audit management report - first quarter 2022/23	Joint Audit and Governance Committee 5 Jul 2022	Victoria Dorman-Smith, Internal Audit Manager victoria.dorman-smith@southandvale.gov.uk	The committee monitors the effectiveness of internal audit each quarter against the audit plan.	To report on management issues, summarise progress against the audit plan, and summarise priorities.	
Covid-19 grants audit	Joint Audit and Governance Committee 5 Jul 2022	Victoria Dorman-Smith, Internal Audit Manager victoria.dorman-smith@southandvale.gov.uk	The committee agreed to receive an update on the Covid-19 grants audit.	To consider the internal audit review.	
Health and safety	Joint Audit and Governance Committee 5 Jul 2022	Deborah Porter Deborah.Porter@southandvale.gov.uk	The committee agreed to receive regular reports on health and safety.	To review and comment on the report.	
Risk management	Joint Audit and Governance Committee 5 Jul 2022	Harry Barrington-Mountford, Interim Head of Policy and Programmes harry.barrington-mountford@southandvale.gov.uk	The committee agreed to receive regular progress reports on the implementation of the risk management framework.	To review and comment on progress.	
Treasury management outturn report - 2021/22	Joint Audit and Governance Committee 27 Sep 2022	Simon Hewings, Head of Finance simon.hewings@southandvale.gov.uk	The committee is responsible for monitoring the councils' treasury management activity.	To consider the 2021/22 outturn report and make recommendations to Cabinet.	

Item title	Meeting date	Lead officer	Why is it here?	Scope	Notes
Internal audit activity report - second quarter 2022/23	Joint Audit and Governance Committee 27 Sep 2022	Victoria Dorman-Smith, Internal Audit Manager victoria.dorman-smith@southandvale.gov.uk	The council audits its services through the internal audit service in line with the approved internal audit plan 2021/22. The report will summarise the outcomes of recent internal audit activity for the committee to consider.	The committee is asked to review the report and the main issues arising and seek assurance that action has been or will be taken where necessary.	
Internal audit management report - second quarter 2022/23	Joint Audit and Governance Committee 27 Sep 2022	Victoria Dorman-Smith, Internal Audit Manager victoria.dorman-smith@southandvale.gov.uk	The committee monitors the effectiveness of internal audit each quarter against the approved audit plan.	To report on management issues, summarise progress against the audit plan, and summarise priorities.	
Code of conduct annual report - 2021/22	Joint Audit and Governance Committee 27 Sep 2022	Patrick Arran, Head of Legal and Democratic patrick.arran@southandvale.gov.uk	The committee has responsibility for having an overview of the standards of conduct framework for councillors, any co-opted members and parish councillors.	To review operation of the code of conduct.	