Agenda Item 5
AGS/36/23

Audit, Governance and Standards Committee – Work Programme 2024

The Work Programme is a document that is subject to revision as circumstances change.

PART ONE – Agenda items where the timing of presentation to the Committee is known.

Meeting	Topic	Author
25 January 2024	**Risk Management Strategy**	Paula Clowes, Head of Assurance
25 March 2024	**Arrangements for closure of the accounts for 2023/24**	Nicole Wood, Executive Director, Corporate Services and Christine Golding, Chief Accountant
	Internal Audit Charter	Paula Clowes, Head of Assurance
	Audit Plan	Paula Clowes, Head of Assurance
	Risk Management Update	Paula Clowes, Head of Assurance
	Assurance on Highways controls	Peter Massie, Head of Essex Highways Commissioning
	Update from Gavin Jones, Chief Executive	Gavin Jones, Chief Executive
10 June 2024	**Head of Audit Opinion**	Paula Clowes, Head of Assurance
	The draft Statement of Accounts and draft Annual Governance Statement for the 2023/24 financial year	Nicole Wood, Executive Director, Corporate Services and Christine Golding, Chief Accountant
	Annual Report of the Audit, Governance and Standards Committee	Paul Turner, Director, Legal and Assurance
	Annual review of Standards Complaints and Member Gifts and Hospitality	Paul Turner, Director, Legal and Assurance

Meeting	Topic	Author
	Annual review of Member and Officer Foreign Travel	Paul Turner, Director, Legal and Assurance
30 September 2024	**Internal Audit and Counter Fraud progress reports**	Paula Clowes, Head of Assurance
	Risk Management Update	Paula Clowes, Head of Assurance
16 December 2024	**Internal Audit and Counter Fraud progress reports**	Paula Clowes, Head of Assurance
	Risk Management Strategy	Paula Clowes, Head of Assurance

Audit Committee effectiveness review to be scheduled March 2025.

PART TWO - Agenda items where the timing of presentation to the Committee is unknown (because the reports dependent upon the delivery of the relevant report or completion of the relevant work by the Council's External Auditor)

Meeting	Topic	Author
Dates to be determined / advised by the external auditor	**2020/21 Accounts and Audit:**	
	• **2020/21 Audit Completion Report - Essex County Council (Final)**	Nicole Wood, Executive Director, Corporate Services and Christine Golding, Chief Accountant
	• **Approval of 2020/21 Statement of Accounts**	Nicole Wood, Executive Director, Corporate Services and Christine Golding, Chief Accountant
	• **2020/21 Annual Audit Letter - Auditor's Annual Report**	Nicole Wood, Executive Director, Corporate Services and Christine Golding, Chief Accountant
	2021/22 Accounts and Audit:	
	• **2021/22 Audit Completion Report – Essex County Council**	Nicole Wood, Executive Director, Corporate Services and Christine Golding, Chief Accountant

Meeting	Topic	Author
	• **2021/22 Audit Completion Report – Essex Pension Fund**	Nicole Wood, Executive Director, Corporate Services and Christine Golding, Chief Accountant
Dates to be determined / advised by the External Auditor	• **Approval of 2021/22 Statement of Accounts**	Nicole Wood, Executive Director, Corporate Services and Christine Golding, Chief Accountant
	• **2021/22 External Auditor's Annual Letter – Auditor's Annual Report**	Nicole Wood, Executive Director, Corporate Services and Christine Golding, Chief Accountant
	Audit of the 2022/23 Accounts:	
	• **External Auditor's Audit Plan for Essex County Council – 2022/23**	Nicole Wood, Executive Director, Corporate Services and Christine Golding, Chief Accountant
	• **External Auditor's Audit Plan for Essex Pension Fund – 2022/23**	Nicole Wood, Executive Director, Corporate Services and Christine Golding, Chief Accountant
	• **2022/23 Audit Completion Report – Essex County Council**	Nicole Wood, Executive Director, Corporate Services and Christine Golding, Chief Accountant
	• **2022/23 Audit Completion Report – Essex Pension Fund**	Nicole Wood, Executive Director, Corporate Services and Christine Golding, Chief Accountant
	• **Approval of 2022/23 Statement of Accounts**	Nicole Wood, Executive Director, Corporate Services and Christine Golding, Chief Accountant
	• **2022/23 External Auditor's Annual Audit Letter - Auditor's Annual Report**	Nicole Wood, Executive Director, Corporate Services and Christine Golding, Chief Accountant
Dates to be determined / advised by the External Auditor	**2023/24 Accounts and Audit:**	
	• **External Auditor's Audit Plan for Essex County Council – 2023/24**	Nicole Wood, Executive Director, Corporate Services and Christine Golding, Chief Accountant

Meeting	Topic	Author
	• **External Auditor's Audit Plan for Essex Pension Fund – 2023/24**	Nicole Wood, Executive Director, Corporate Services and Christine Golding, Chief Accountant
Dates to be determined / advised by the External Auditor	• **2023/24 Audit Completion Report – Essex County Council**	Nicole Wood, Executive Director, Corporate Services and Christine Golding, Chief Accountant
	• **2023/24 Audit Completion Report – Essex Pension Fund**	Nicole Wood, Executive Director, Corporate Services and Christine Golding, Chief Accountant
	• **Approval of 2023/24 Statement of Accounts**	Nicole Wood, Executive Director, Corporate Services and Christine Golding, Chief Accountant
	• **2023/24 External Auditor's Annual Audit Letter - Auditor's Annual Report**	Nicole Wood, Executive Director, Corporate Services and Christine Golding, Chief Accountant