

ELDC Audit and Governance Committee Work Programme 2022/23

Meeting Date	Items	Responsible Officer
6th July 2022	Draft Financial Statements including Annual Governance Statement Annual Treasury Report Internal Audit Annual Report Audit & Governance Annual Report Q4 Risk Management Position Draft Work Programme 22-23 Monitoring Officer Update (verbal)	Ellie Stacey Jaqueline Mundy Matt Waller John Medler/Jo Paterson Suzanne Rolfe John Medler/Jo Paterson John Medler
5th October 2022	Internal Audit Progress Report (1) Q1 Risk Management Position Treasury Report Quarter 1 Monitoring Officer Update (verbal) Update in respect of RIPA 2000:	Lucy Pledge Suzanne Rolfe Sean Howsam John Medler Christian Allen/Alison Sparks
23 November 2022 Reports due date - Thu 10 November	Treasury Management mid-year Report External Auditors Progress Report Information Governance Annual Report Proposed Amendments of the Council's Financial and Contract Procedure Rules M&G Property Fund update report	Sean Howsam Mazars Alison Sparks Christine Marshall Sean Howsam
25 January 2023 Reports due date - Thu 12 January	Internal Audit Report: Invest East Lindsey Q2 Risk Management Position Audit Planning Update and Progress Report Annual Budget Report, Medium Term Financial Strategy, Financial Strategies & Council Tax Internal Audit Progress Report (2) Information Governance Annual Report Committee Work Programme 2022/23 Towns Funds Projects Update (to follow the close of the meeting)	Lucy Pledge Suzanne Rolfe Mazars Christine Marshall/ Sean Howsam Matt Waller Alison Sparks Elaine Speed Adrian Sibley

15 March 2023 – Reports due date - Thu 2 March	Q3 Risk Management Position Q3 Treasury Report Audited accounts Audit Completion Report Auditors Annual Report Draft Internal Audit Annual Plan 2022/23 Audit Strategy Memorandum 2022-23 Financial Statements – Accounting Policies Combined Assurance Report (Internal audit) Mandatory Inquiries for those charged with Governance Review of Effectiveness of Audit and Governance Committee Committee Work Programme 2022/23 Briefing on Towns Fund Non-Deliveries Team	Suzanne Rolfe Sean Howsam Ellie Stacey Mazars Mazars Matt Waller Mazars Ellie Stacey Matt Waller/John Medler TBC TBC Elaine Speed Lydia Rusling
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N.B Annual Safeguarding Report – Emily Spicer to join up safeguarding across the partnership and provide one annual report for all 3 Councils in May 2023.

23/11/22 - Procurement Update / Exemption – Martin Gibbs proposes to send this to A&G on a 6-monthly basis to provide a general procurement update for ELDC and detail the exemptions that have occurred in the past 6 months. First report September 2023.

09/01/2023 – The Audit Manager advised that an Annual Fraud report will be reported at the end of 2023/24.