

## Audit, Standards and Risk Committee

### Proposed Work Plan 2024/25

Date	Agenda Item
17 <sup>th</sup> July 2024	<p><u>Substantive items</u>  Appointment of Chair and Vice-chair  Final Annual Governance Statement  ToR Review  IA Annual Report/Head of Audit Opinion (inc 23/24 final position)  Draft 23/24 Accounts  Accounts Audit – Indicative Plan (KMPG)  SYMCA Annual Travel Survey 2024 – Results  PCC Transfer Update  Tram Transfer Update</p> <p><u>Standing items</u>  Health and Safety Update/Report (period 1<sup>st</sup> Jan to 31<sup>st</sup> March)  Internal Audit Plan Progress Report  Internal Audit Reports:  - Governance  - Bus Tendered Services  Update from JIAC  Transport Risk Working Group Update  Risk Monitoring Report  Governance Improvement Plan 24/25 Update  Work Plan 24/25 (Chronologically &amp; against ToR)  Breach of Controls Report  Issues for Escalation</p>
24 <sup>th</sup> September 2024	<p><u>Substantive items</u>  Mayoral Update  AEB Performance</p> <p><u>Standing items</u>  Health and Safety Update/Report (1<sup>st</sup> April to 30<sup>th</sup> June)  Internal Audit Plan Progress Report  Internal Audit Reports:  - Fraud in Skills  - IT Asset Management  Update from JIAC  Transport Risk Working Group Update  Risk Monitoring Report  Governance Improvement Plan 2023/24 Update  Breach of Controls Report  Work Plan 24/25 (Chronologically)  Issues for Escalation</p>

<p>26<sup>th</sup> November 2024</p>	<p><u>Substantive items</u> Annual Governance Review Process Mid-year Treasury Management Strategy report Assurance Framework</p> <p><u>Standing items</u> Health and Safety Update/Report (1<sup>st</sup> July to 30<sup>th</sup> Sept) Internal Audit Plan Progress Report Internal Audit Reports: - PCC Integration Update from JIAC Transport Risk Working Group Update Risk Monitoring Report Governance Improvement Plan 24/25 Update Breach of Controls Report Work Plan 24/25 (Chronologically) Issues for Escalation</p>
<p>4<sup>th</sup> February 2025</p>	<p><u>Substantive items</u> Mayoral Update - TBC</p> <p><u>Standing items</u> Health and Safety Update/Report (1<sup>st</sup> Oct – 31<sup>st</sup> Dec) Internal Audit Plan Progress Report (inc outcome of Annual Service Review Meeting) Internal Audit Reports: - SYFTL Tram Governance - MCA Tram Governance - SYFTL Tram Key Financial Controls - HR Management Update from JIAC Internal Audit Recommendations 24/25 Tracker (RSM) Transport Risk Working Group Update Risk Monitoring Report Governance Improvement Plan 24/25 Update Breach of Controls Report Work Plan 24/25 (Chronologically) Issues for Escalation</p>
<p>18<sup>th</sup> March 2025</p>	<p><u>Substantive items</u> Findings of the Annual Governance Review 24/25 Code of Corporate Governance Review Internal Audit Plan/Internal audit strategy 24/25 Internal Audit Annual Performance Report Committee Effectiveness Findings/Draft ASRC Annual Report Draft Annual Governance Statement and Governance Improvement Plan 2024/25 Final Accounts External Auditor's Annual Audit and Inspection Letter</p>

	<p>Treasury Management Strategy</p> <p><u>Standing Items</u></p> <p>Health and Safety Update/Report (<i>NO REPORT – next one to cover current period - 1<sup>st</sup> Jan–31<sup>st</sup> March</i>)</p> <p>Internal Audit Plan Progress Report</p> <p>Internal Audit Reports:</p> <ul style="list-style-type: none"><li>- Payroll</li></ul> <p>Update from JIAC</p> <p>Transport Risk Working Group Update</p> <p>Risk Monitoring Report</p> <p>Governance Improvement Plan 24/25 Update</p> <p>Breach of Controls Report</p> <p>Work Plan 24/25 (Chronologically)</p> <p>Issues for Escalation</p>
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