

DRAFT - Birmingham City Council Audit Committee – Workplan for 2023/24

Date of meeting	Standing Items – Primary Activities	Non-Standing Items (Known) – Other Activities	Training – bite size (back to basics) – 30mins prior to meetings
27 th September 2023 @ 2pm			Three Lines of Defense – linking the June 2023 list of items together
18 th October 2023 @ 2pm	Internal Audit – minimal as a verbal update External Audit – minimal as a verbal update Finance update – minimal as a verbal update	Sources of Assurances on S114s/S5/S24 response plans – encompassing Oracle and Equal Pay updates Internal Audit Plan Update	Internal Audit – Reporting Assurance including S114/S5/S24 (Council response plans assurance)
29 th November 2023 @ 2pm	Internal Audit – minimal as a verbal update External Audit – minimal as a verbal update Finance update – minimal as a verbal update Risk Management – review of registers, framework and escalation Finance Accounts Update – including Treasury Management	Assurances on S114s/S5/S24 response plans – encompassing Oracle and Equal Pay updates Performance Systems/Control Framework Projects Systems/Control Framework Corporate Governance Group Assurance Report NEW ITEM Introduction of Internal Audit Recommendation Tracking NEW ITEM	Financial Reporting – Statement of Accounts – Audit Committee role and assurances + Audit Committee self-Assessment questionnaire

		O&S assurance report to the Audit Committee NEW ITEM Director/PFH assurance report	
31 st January 2024 @ 2pm	Internal Audit – minimal as a verbal update External Audit – minimal as a verbal update Finance update – minimal as a verbal update Counter Fraud Update	Assurances on S114s/S5/S24 response plans – encompassing Oracle and Equal Pay updates Internal Audit Plan Update Internal Audit – High Risk Exception Reports NEW ITEM	Risk Management + Audit Committee self-Assessment questionnaire - output
21 st February 2024 @ 2pm	Internal Audit – minimal as a verbal update External Audit – minimal as a verbal update Finance update – minimal as a verbal update Risk Management – check to known risks impact on registers	Assurances on S114s/S5/S24 response plans – encompassing Oracle and Equal Pay updates Local Code of Governance Change Management Update Audit Committee self-assessment report O&S assurance report to the Audit Committee Director/PFH assurance report	External Audit
20 th March 2024 @ 2pm	Internal Audit – minimal as a verbal update External Audit – minimal as a verbal update	Assurances on S114s/S5/S24 response plans – encompassing Oracle and Equal Pay updates Internal Audit Plan for 2024/25	Good governance - Annual Governance Statements

	Finance update – minimal as a verbal update	Internal Audit Charter Audit Committee – Outstanding Resolutions Internal Audit Progress Report Accounting Policies 2023/24 Partnership Governance – Annual Report External Regulators – Annual Report on activity	
24 th April 2024 @ 2pm	Internal Audit – minimal as a verbal update External Audit – minimal as a verbal update	Assurances on S114s/S5/S24 response plans – encompassing Oracle and Equal Pay updates Audit Committee Terms of Reference – Review	Counter fraud Other committees e.g. O&S committee assurances
May 2024	Appointment of Audit Committee		Induction – to follow appointment prior to next committee
June 2024	Internal Audit – minimal as a verbal update External Audit – minimal as a verbal update Finance update – minimal as a verbal update	Assurances on S114s/S5/S24 response plans – encompassing Oracle and Equal Pay updates Committee Work Programme 2024/25 Internal Audit Annual Report 2023/24 including the Head of Internal Audit’s Annual Opinion	Basic Training – Three Lines of Defense

	Risk Management – refresh of the register and systems	Draft Annual Report of the Audit Committee 2023/24 Review of the Effectiveness of Internal Audit Verbal Update on the Annual Statement of Accounts	
July 2024	Internal Audit – minimal as a verbal update External Audit – minimal as a verbal update Finance update – minimal as a verbal update	Assurances on S114s/S5/S24 response plans – encompassing Oracle and Equal Pay updates Annual Counter Fraud Report Annual Risk Management Report	Internal and External Audit
September 2024	Internal Audit – minimal as a verbal update External Audit – minimal as a verbal update Finance update – minimal as a verbal update Risk Management Update	Assurances on S114s/S5/S24 response plans – encompassing Oracle and Equal Pay updates	