

Agenda Item 7

IJB Audit Committee Programme of Meetings and Workplan 2022



Falkirk Integration Joint Board Audit Committee

3 December 2021

IJB Audit Committee Programme of Meetings and Workplan 2022

For Decision

1. Executive Summary

- 1.1 This report sets out the proposed timetable of meetings of the Audit Committee for 2022, together with an indicative workplan for the coming year.

2. Recommendations

The Audit Committee is asked to:

- 2.1 agree the proposed timetable of meetings for 2022
- 2.2 agree the indicative workplan for 2022.

3. Background

- 3.1 Audit Committee meetings are arranged to align with various statutory deadlines in respect of the annual accounts process and to ensure all audit plans, associated progress reports and annual assurance statements are considered at an appropriate stage in the financial year.
- 3.2 Meetings are held on a quarterly basis at 9:30am. Proposed dates for 2022 are outlined below:
- 11 March
 - 17 June
 - 23 September
 - 2 December
- 3.3 Due to the ongoing impact of covid-19, meetings will continue to be held remotely in line with Public Health social distancing guidance.

4. Indicative Workplan

- 4.1 A draft work plan for the coming year is included at Appendix 1. The plan summarises the work of the Audit Committee over the forthcoming year in a bid to ensure key timescales are met and any associated training/development needs of the Committee can be identified at an early stage.

- 4.2 It is acknowledged that the work of the Committee may be subject to change, dependent on emerging issues, pressures and priorities. As such the workplan is considered to be a live, dynamic document which will be regularly reviewed and updated. Where possible, any changes to the work plan will be raised in advance at the Audit Committee meetings.

5. Conclusions

- 5.1 The meeting arrangements and proposed dates are presented for approval, this is broadly in line with the format and frequency of the previous year.
- 5.2 The indicative workplan for 2022 presented at appendix 1 summarised the work for the forthcoming year. Note that the workplan is considered to be a live, dynamic document and is therefore subject to change.

Resource Implications

There are no implications arising from this report

Impact on IJB Outcomes and Priorities

There are no implications arising from this report

Directions

A new Direction or amendment to an existing Direction is not required as a result of the recommendations of this report.

Legal & Risk Implications

There are no legal and risk implications arising from this report.

Consultation

Consultation is not required.

Equalities Assessment

An equalities assessment is not required.

6. Report Author

Jillian Thomson, Chief Finance Officer

7. List of Background Papers

None

8. Appendices

Appendix 1: Annual Workplan for Falkirk IJB Audit Committee

ANNUAL WORKPLAN FOR FALKIRK IJB AUDIT COMMITTEE

APPENDIX 1

	11 March 2022	17 June 2022	23 September 2022	2December 2022
Accounts				
Approval of Unaudited Accounts		✓		
Approval of Audited Accounts			✓	
Risk				
Risk Management Strategy refresh	✓			
Strategic Risk Register updates (Quarterly)	✓	✓	✓	✓
Internal Audit				
Internal Audit Plan	✓			
Internal Audit Report	✓			✓
Internal Audit Annual Assurance Report		✓		
External Audit				
External Audit Plan	✓			
External Audit Annual Report			✓	
Referrals/Standing items				
National Reports - Overview	✓	✓	✓	✓
Annual Review of the Terms of Reference				✓
Annual Assurance Statement		✓		
Progress report against all audit recommendations/action plans	✓	✓	✓	✓