

Regulation, Audit and Accounts Committee – Work Programme 2024/25

Committee Date:- 8 July 2024

Item	Lead Officer	Objectives and comments
Quarterly Risk Management Report	Fraser Pake	<ul style="list-style-type: none"> To receive quarterly update report on the effectiveness of risk management arrangements.
Annual review of the Risk Management Strategy	Fraser Pake	<ul style="list-style-type: none"> To consider the Risk Management Strategy
Annual Internal Audit Report & Opinion	Neil Pitman	<ul style="list-style-type: none"> To approve the internal annual report and opinion on the organisation of framework of risk, internal control and governance for 2023/24
Internal Audit Progress Report	Neil Pitman	<ul style="list-style-type: none"> To receive a progress update against the audit plan, outstanding management actions, audit performance and any significant issues arising from internal audit reviews
Internal Audit & Fraud Plan (Q2)	Neil Pitman	To provide the Committee with an overview of the Internal Audit Plan 2024 – 2025 (Q2) and the Counter Fraud Plan 2024-25
Annual Governance Statement	Charles Gauntlett	<ul style="list-style-type: none"> To provide an update on progress against the action plan To consider the draft Annual Governance Statement for 2023/24
External Audit	External Auditor	<ul style="list-style-type: none"> EY to present 2023/24 audit planning reports.
Standing Order Amendments – Procurement Act 2023	Tony Kershaw	<ul style="list-style-type: none"> The Committee to be asked to endorse the proposed changes to Standing Orders on Procurement and Contracts required due to the change in legislation from Public Contract Regulations 2015 to the Procurement Act 2023.

Committee Date:- 25 September 2024

Item	Lead Officer	Objectives and comments
Financial Statements 2023/24	Vicky Chuter	<ul style="list-style-type: none"> To approve the statement of accounts for the County Council and Pension Fund.
Annual Governance Statement	Charles Gauntlett	<ul style="list-style-type: none"> To approve the Annual Governance Statement for 2023/24 and agree action plan.
Quarterly Risk Management Report	Fraser Pake	<ul style="list-style-type: none"> To receive quarterly update report on the effectiveness of risk management arrangements.
Internal Audit Progress Report	Neil Pitman	<ul style="list-style-type: none"> To receive a progress update against the audit plan, outstanding management actions, audit performance and any significant issues arising from internal audit reviews
Internal Audit Plan (Q3)	Neil Pitman	<ul style="list-style-type: none"> To consider the Internal Audit Plan for 2024/25 (Q3)
Treasury Management Compliance Report - First Quarter 2024/25	Vicky Chuter	<ul style="list-style-type: none"> The Committee to review and comment on the Treasury Management Compliance Report.
External Audit	External Auditor	<ul style="list-style-type: none"> EY to present <ul style="list-style-type: none"> 2023/24 West Sussex County Council Audit Results Report 2023/24 West Sussex Pension Fund Audit Results Report 2023/24 Draft West Sussex County Council Auditor's Annual Report

Committee Date:- 4 November 2024

Item

4 November meeting will be utilised if required under advisement from the Chairman.

Committee Date:- 22 November 2024

Item

22 November meeting will be utilised if required under advisement from the Chairman.
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Committee Date:- 13 January 2025

Item	Lead Officer	Objectives and comments
Quarterly Risk Management Report	Fraser Pake	<ul style="list-style-type: none">• To receive quarterly update report on the effectiveness of risk management arrangements.
Internal Audit Progress Report	Neil Pitman	<ul style="list-style-type: none">• To receive a progress update against the audit plan, outstanding management actions, audit performance and any significant issues arising from internal audit reviews
Internal Audit Plan (Q4)	Neil Pitman	<ul style="list-style-type: none">• To consider the Internal Audit Plan for 2024/25 (Q4)
External Audit Report	External Auditor	<ul style="list-style-type: none">• Progress report
Treasury Management Compliance Report – Second Quarter 2024/25	Vicky Chuter	<ul style="list-style-type: none">• The Committee to review and comment on the Treasury Management Compliance Report.

Committee Date:- 24 March 2025

Item	Lead Officer	Objectives and comments
Financial Statements 2024/25 - Plans and Progress	Vicky Chuter	<ul style="list-style-type: none"> To update on progress to date for closing the 2024/25 accounts for West Sussex County Council and the West Sussex Pension Fund.
Quarterly Risk Management Report	Fraser Pake	<ul style="list-style-type: none"> To receive quarterly update report on the effectiveness of risk management arrangements.
Internal Audit Progress Report	Neil Pitman	<ul style="list-style-type: none"> To receive a progress update against the audit plan, outstanding management actions, audit performance and any significant issues arising from internal audit reviews
Internal Audit Plan 2025/26	Neil Pitman	<ul style="list-style-type: none"> To consider the Internal Audit Plan 2025/26 (Q1) and Fraud Plan for 2024/25
Internal Audit Charter 2025/26	Neil Pitman	<ul style="list-style-type: none"> To consider the Internal Audit Charter 2025/26
External Audit Report	External Auditor	<ul style="list-style-type: none"> Progress report
Annual Governance Statement Update	Charles Gauntlett	<ul style="list-style-type: none"> To provide an update on progress against the action plan and to consider the draft 2024/25 Statement.
Treasury Management Compliance Report – Third Quarter 2024/25	Vicky Chuter	<ul style="list-style-type: none"> The Committee to review and comment on the Treasury Management Compliance Report.
Work Programme 2025/26	Adam Chisnall	<ul style="list-style-type: none"> To agree the work programme for the following year.