

WEST MIDLANDS FIRE AND RESCUE AUTHORITY

AUDIT AND RISK COMMITTEE

WORK PROGRAMME 2021/22

| Date of Meeting | Item | Responsible Officer | Completed |
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| 2021 | | | |
| 19 July 2021 | Statement of Accounts 2020/21 (Draft Unaudited Approval) | Treasurer | 19 th July 2021 |
| | Treasury Management Annual Report 2020/21 | Treasurer | 19 th July 2021 |
| | Monitoring Policies and RIPA (Annual Whistleblowing Report) | Monitoring Officer/ACFO Strategic Enabler (Enabling Services) | Note: deferred to 6 December |
| | Minutes of the Audit and Risk Committee held on 7 June 2021 | Democratic Services Officer | 19 th July 2021 |
| | Minutes of the Pension Board held on 30 March 2021 | Democratic Services Officer | 19 th July 2021 |
| | Minutes of the Pension Board held on 9 June 2021 | Democratic Services Officer | |
| | Training Requirements of Audit and Risk Members | | |

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| | <p>Audit and Risk Committee Draft Work Plan 2021/22</p> <p>Request for a decision on Action to be taken in respect of immediate detriment cases under the McCloud_Sargeant Ruling</p> | <p>Democratic Services Officer</p> <p>Democratic Services Officer</p> <p>ACFO Strategic Enabler (Enabling Services) / Treasurer</p> | <p>Note: deferred from 19 July meeting</p> <p>19th July 2021</p> <p>19th July 2021</p> |
| 27 Sept 2021 | <p>Terms of Reference of Audit and Risk Committee</p> <p>Audit Findings Report 2020/21</p> <p>Statement of Accounts 2020/21 (for approval)</p> <p>Audit Progress & Sector Update</p> <p>Internal Audit Progress Report</p> <p>Internal Audit Report - Data Governance</p> | <p>Democratic Services Officer</p> <p>Grant Thornton</p> <p>Treasurer</p> <p>Grant Thornton</p> <p>Audit Manager</p> <p>ACFO Strategic Enabler (Enabling Services) /Data and Governance Manager</p> | <p>27th September 2021</p> <p>27th September 2021</p> <p>27th September 2021</p> <p>Deferred from 27th Sept Meeting 27th September 2021</p> <p>27th September 2021</p> <p>27th September 2021</p> |

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| | Minutes of the Audit and Risk Committee held on 19 July 2021 Audit and Risk Committee Work Plan 2021/22 | Democratic Services Officer Democratic Services Officer | 27 th September 2021 |
| 4 Oct 2021 [Authority] | Audit Findings Report 2020/21 Statement of Accounts 2020/21 Minutes of the Audit and Risk Committee held on 07 June and 19 July | Grant Thornton Treasurer Democratic Services Officer | 4 th October 2021 4 th October 2021 4 th October 2021 |
| 25 Oct 2021 - <i>Cancelled</i> | Minutes of the Audit and Risk Committee held on 27 September 2021 Audit Progress & Sector Update Internal Audit Progress Report Treasury Management Mid-Year Report 2021/22 Annual Audit Letter 2020/21 Corporate Risk Update Q1 & Q2 2021/22 | Democratic Services Officer Grant Thornton Audit Manager Treasurer Grant Thornton ACFO Strategic Enabler (Enabling Services) | Deferred to 6 December Deferred to 6 December Deferred to 6 December Deferred to 6 December Deferred to 21 March 2022 Deferred to 6 December |

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| | <p>Annual SIRO report</p> <p>Audit and Risk Committee Work Plan 2021/22</p> <p>Minutes of the Pension Board held on 08 September 2021</p> <p>Fraud Awareness Training (tbc)</p> | <p>ACFO Strategic Enabler (Enabling Services)</p> <p>Democratic Services Officer</p> <p>Democratic Services Officer</p> <p>Phil Tromans John Matthews</p> | <p>Deferred to 21 March 2022</p> <p>Deferred to 6 December</p> <p>Deferred to 6 December</p> <p>Deferred to 21 March 2022</p> |
| <p>6 December 2021</p> | <p>Minutes of the Audit and Risk Committee held on 27 September 2021</p> <p>Audit Progress & Sector Update</p> <p>Internal Audit Progress Report</p> <p>Treasury Management Mid-Year Report 2021/22</p> <p>Corporate Risk Update Q1 & Q2 2021/22</p> <p>Vacant Residential Properties Update</p> <p>Monitoring Policies and RIPA</p> | <p>Democratic Services Officer</p> <p>Grant Thornton</p> <p>Audit Manager</p> <p>Treasurer</p> <p>ACFO Strategic Enabler (Enabling Services)</p> <p>Treasurer</p> | <p>6 December 2021</p> <p>Deferred to 21 March 2022</p> <p>6 December 2021</p> <p>6 December 2021</p> <p>6 December 2021</p> <p>6 December 2021</p> <p>6 December 2021</p> <p>6 December 2021</p> |

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| | (Annual Whistleblowing Report) Audit and Risk Committee Work Plan 2021/22 Minutes of the Pension Board held on 08 September 2021 | Monitoring Officer/ACFO Strategic Enabler (Enabling Services) Democratic Services Officer Democratic Services Officer | 6 December 2021 |
| 13 December 2021 (Authority) | Minutes of the Audit and Risk Committee held on 27 September Minutes of the Pension Board held on 08 September 2021 Annual Audit Letter 2020/21 | Democratic Services Officer Democratic Services Officer Grant Thornton | Deferred to 14 February |

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| 2022 | | | |
| 14 February 2022 (Authority) | Minutes of the Audit and Risk Committee held on 6 December 2021 | Democratic Services Officer | |
| 21 March 2022 | Minutes of the Audit and Risk Committee held on 6 December 2021 | Democratic Services Officer | |

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| | <p>Internal Audit Progress Report</p> <p>Audit Progress & Sector Update</p> <p>Internal Audit Plan 2022/23</p> <p>Audit Plan 2021/22 (possibly in June 2022 - tbc)</p> <p>Internal Audit Charter – Annual Review</p> <p>Informing the Audit Risk Assessment – West Midlands Fire and Rescue Authority 2021/22 (possibly in March 2022 but may need to be June 2022 - tbc)</p> <p>Annual Audit Letter 2020/21</p> <p>Annual SIRO report</p> <p>Minutes of the Pensions Board held on 10 December 2021</p> <p>Audit and Risk Committee Work Plan 2021/22</p> <p>Fraud Awareness Training</p> | <p>Audit Manager</p> <p>Grant Thornton</p> <p>Audit Manager</p> <p>Grant Thornton</p> <p>Audit Manager</p> <p>Grant Thornton</p> <p>Grant Thornton</p> <p>ACFO Strategic Enabler (Enabling Services)</p> <p>Democratic Services Officer</p> <p>Democratic Services Officer</p> <p>Phil Tromans John Matthews</p> | |
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| | <i>Committee Members' Private meeting with Internal Auditors (to follow Committee)</i> | <i>Audit Manager</i> | |
| 6 June 2022 | Annual Internal Audit Report 2021/22 | Audit Manager | |
| | Governance Statement 2021/22 | Treasurer | |
| | Monitoring Policies and RIPA (Annual Whistleblowing Report) | Monitoring Officer/ACFO Strategic Enabler (Enabling Services) | |
| | Corporate Risk Update Q3 & Q4 2021/22 | ACFO Strategic Enabler (Enabling Services) | |
| | Audit Plan 2021/22 (possibly in March 2022 - tbc) | Grant Thornton | |
| | Informing the Audit Risk Assessment – West Midlands Fire and Rescue Authority 2021/22 (possibly in March 2022 but may need to be June 2022 - tbc) | Grant Thornton | |
| | Annual Report of the Audit and Risk Committee 2021/22 for approval | Chair, Audit and Risk | |
| | Audit Progress & Sector Update | Grant Thornton | |
| | Internal Audit Progress Report | Audit Manager | |

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| | <p>Minutes of the Audit and Risk Committee held on 21 March 2022</p> <p>Minutes of the Pensions Board held on XXXX - tbc</p> <p>Annual Report of the Pension Board 2021/22</p> <p>Audit and Risk Committee Work Plan 2021/22</p> <p><i>Committee Members' Private meeting with External Auditors</i></p> <p><i>Workshop for Members on Statement of Accounts 2021/22</i></p> | <p>Democratic Services Officer</p> <p>Democratic Services Officer</p> <p>Chair, Pensions Board</p> <p>Democratic Services Officer</p> <p><i>Grant Thornton</i></p> <p><i>Treasurer</i></p> | |
| <p>27 June 2022 [Authority]</p> | <p>Governance Statement 2021/22</p> <p>Minutes of the Audit and Risk Committee held on 21 March 2022</p> <p>Minutes of the Audit and Risk Committee held on 6 June 2022</p> <p>Annual Report of the Audit and Risk Committee 2021/22</p> | <p>Treasurer</p> <p>Democratic Services Officer</p> <p>Democratic Services Officer</p> <p>Chair, Audit and Risk</p> | |

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| <p>XX July 2022 (Audit and Risk Committee 2022/23)</p> | <p>Minutes of the Audit and Risk Committee held on 6 June 2022</p> <p>Statement of Accounts 2021/22 (Draft Unaudited Approval)</p> <p>Treasury Management Annual Report 2021/22</p> <p>Audit and Risk Committee Draft Work Plan 2022/23</p> <p>Minutes of the Pension Board (tbc)</p> <p>Note: Audit Findings Report 2021/22 (needs to be in Sept 2022)</p> | <p>Democratic Services Officer</p> <p>Treasurer</p> <p>Treasurer</p> <p>Democratic Services Officer</p> <p>Democratic Services Officer</p> <p>Grant Thornton</p> | |
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