



WORKPLAN FOR WEST LOTHIAN INTEGRATION JOINT BOARD AUDIT RISK AND GOVERNANCE COMMITTEE

Date of Meeting	Agenda Setting	Title of Report	Lead Officer	Action
4 March 2020	29 January 2020			CR3, WL Civic Centre
		IJB Risks	K Ribbons	
		External Audit Plan	P Welsh	
		Internal Audit Plan	K Ribbons	
		Internal Audit – Workforce Planning	K Ribbons	
		NHSL Internal Audit Report Financial Sustainability Arrangements	K Ribbons	
27 May 2020	22 April 2020			Council Chambers, WL Civic Centre
		IJB High Risks	K Ribbons	
		Risk Management Annual Report	K Ribbons	
		Internal Audit Annual Report including review of system of internal control	K Ribbons	
		Annual Governance Statement	J Millar	

IJB AR&GC – REPORTING CYCLE

WHAT	WHEN	WHY	NEXT
IJB Risks	Biannual	Risk Management Strategy	September 2020
Self-Assessment Questionnaire	Annual	AR&GC, 12 September 2018	September 2020
Audited Accounts, including external audit report	Annual	IJB, 24 September 2018	September 2020
Corporate Governance Annual Report	Annual	CIPFA/SOLACE Framework and IJB Code of Corporate Governance	September 2020
IJB High Risks	Biannual	AR&GC practice	December 2020
Review of Standing Orders and Scheme of Delegation	Biennial	IJB, 29 November 2016 and 31 January 2017, and IJB Work Plan – AR&GC's role not defined	December 2020
Membership Review (IJB, SPG and AR&GC)	Biennial	IJB, 14 March 2017 and 23 January 2018, and IJB Work Plan – AR&GC's role not defined	December 2020
Local Code of Corporate Governance Update	Biennial	IJB, 1 May 2018	December 2020
IJB Risks	Biannual	Risk Management Strategy	March 2021
Meetings Timetable	Annual	IJB and AR&GC practice	March 2021
External Audit Annual Plan	Annual	Accounts Regulations and Audit Scotland guidance	March 2021
Internal Audit Annual Plan	Annual	PSIAS and Internal Audit Charter	March 2021
IJB High Risks	Biannual	AR&GC practice	June 2021
Risk Management Annual Report	Annual	Risk Management Strategy and AR&GC practice	June 2021
Internal Audit Annual Report including review of system of internal control	Annual	Accounts Regulations, PSIAS, Internal Audit Charter and IJB, 24 September 2018	June 2021
Annual Governance Statement	Annual	IJB, 24 September 2018	June 2021
Review of Best Value Protocol	Biennial	IJB, 24 September 2018 and IJB Work Plan – AR&GC's role not defined	September 2021
Review of Governance	Annual		December 2021

Issues			
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