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**AUDIT, RISK AND ASSURANCE COMMITTEE**  
**Rolling 12 Month Work Plan**

MONTH		SEPT 2021	OCT 2021	NOV 2021	DEC 2021	JAN 2022	FEB 2022	MAR 2022	APR 2022	MAY 2022	JUN 2022	JUL 2022	AUG 2022
<b>SPA Audit, Risk and Assurance Committee Date</b>		16 <sup>th</sup>	No mtg	No mtg	No mtg	20th	No mtg	No mtg	No mtg	Date tbc	No mtg	Date tbc	No mtg
<b>All Meetings Standing Items</b>	<ul style="list-style-type: none"> <li>Minute/ Action Log from Previous Meeting</li> <li>Internal Audit Progress update against Annual Plan</li> <li>Improvement Tracker (SPA and PS)</li> <li>External Audit Progress Report</li> <li>Workplan Review</li> </ul>	✓				✓				✓		✓	
<b>Internal Audit Reports</b>	Annual Internal Audit Report									✓			
	Environmental Impact	✓											
	Legal Claims Payments	✓											
	Payroll					✓							
	ICT Service Delivery									✓			
	Estates Management					✓							
	Strategic Planning					✓							
	Core Financials									✓			
	SPRM									✓			
	Health and Safety									✓			
Data Quality and Integrity					✓								
<b>Quarterly Reports</b>	Risk Management	✓				✓				✓		✓	
<b>Bi-Annual Reports</b>	SPA Information Management	✓								✓			
	PS Information Management	✓								✓			
<b>Annual Cyclical Items</b>	Annual Internal Audit Plan and future years audit plan					✓							
	Annual External Audit Plan					✓							
	Draft Annual Report and Accounts	✓										✓	
	Audit Scotland Management Report									✓			
	Pre submission to SG <ul style="list-style-type: none"> <li>Annual Data Loss Report</li> <li>Annual Fraud &amp; Theft Report</li> </ul>											✓	

Audit Risk and Assurance Committee Rolling Work Plan

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	Project Plan for Preparation of Annual Accounts									✓				
	Whistleblowing Annual Report SPA/PS											✓		
	Annual Review of Terms of Reference									✓				
	HMICS Scrutiny Plan											✓		
	Annual Review of Committee Effectiveness									✓				
	All Committee Effectiveness Reports												✓	
	Annual External Audit, Audit Report	✓												
	Information Management Year End Review										✓			
<b>Two Yearly</b>	National Fraud Initiative (next reported July 2023)													
<b>Ad-hoc</b>	Assurance Mapping	✓												
	Technical Updates													
	ICT Incidents													
	Committee Strategic session following best value review													
	Custody and Risk													
	Climate Change													
	Ethics and HR Issues													
	Biometric Commissioner expectations													
	Business Continuity													
	Safe guarding													
	Partnership working including local scrutiny													
	Evidence based assurance													
	HMICS Thematic report on SPA – CLOSURE REPORT	✓												

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