

PFCC JOINT AUDIT COMMITTEE WORK PLAN 2024

NO.	AGENDA ITEM / ISSUE	OWNER	DOCUMENT CONTROL	MARCH 2024	MARCH 2024	JUNE 2024	JULY 2024 (Extraordinary meeting)	SEPT 2024	DEC 2024
1.	Approval of Internal Audit Plan and Internal Audit Charter	RSM			✓				
2.	Review of Internal Audit Progress Reports	RSM			✓	✓		✓	✓
3.	Internal and External Audit Recommendations Tracker	Essex Police	Official - Sensitive		✓	✓		✓	✓
4.	External Audit Plan	Ernst & Young				✓			
5.	Draft Annual Governance Statement	PFCC				✓			
6.	Annual Internal Audit Report	RSM				✓			
7.	Review of unaudited statement of accounts	Essex Police & PFCC				✓			
8.	Final sign off of final Statement of Accounts (including Annual Governance Statement – CC and PFCC & Group)	Essex Police & PFCC						✓	
9.	Draft External Audit Findings Report	Grant Thornton						✓	
10.	Update, if appropriate, on any: - Fraud - Debtors write offs <i>(paper only required if any to report)</i>	Essex Police/ PFCC	Official - Sensitive		✓	✓		✓	✓
11.	Single Tender Actions <i>(paper only required if any to report)</i>	Essex Police/PFCC	Official - Sensitive		✓	✓		✓	✓
12.	Self-assessment survey questions for Independent Members to consider	PFCC					✓		
13.	Self-assessment of Committee's effectiveness report and review of the Audit Committee Terms of Reference	Essex Police & PFCC		✓					
14.	Annual Review and Annual Statement from Chair	Independent Members			✓				
15.	Oversight of the Scheme of Governance	PFCC						✓	
16.	To consider both the PFCC and CC Strategic Risk Register	Essex Police & PFCC	Official - Sensitive		✓	✓		✓	✓
17.	Discussion on legal, regulatory and policy matters (as required) including external inspections	As required			✓	✓		✓	✓
18.	Review the work plan	JAC			✓	✓		✓	✓

NO.	AGENDA ITEM / ISSUE	OWNER	DOCUMENT CONTROL	JANUARY 2024	MARCH 2024	JUNE 2024	JULY 2024 (Extraordinary meeting)	SEPT 2024	DEC 2024
19.	Background Briefings:	Essex Police	Official – Sensitive (to be confirmed)		✓				
	March: MTFS arrangements and assurance (Jenny Sayle)								
	June: Use, storage, sharing and protection of data (Laura Robbins)				✓				
	Sept:							✓	
	Dec:							✓	
20.	Procurement Update (below £50k)	PFCC						✓	
21.	Changes to Accounting Policies*								✓

* All accounting policy changes to be highlighted at the December meeting. Committee members to be notified if any further accounting policy changes are expected, post the December meeting.