



**PERTH & KINROSS INTEGRATION JOINT BOARD**

**AUDIT AND PERFORMANCE COMMITTEE**

**WORK PLAN 2023/24**

**(Report No. G/23/28)**

This work plan outlines the major items the Audit and Performance Committee has to consider as part of its schedule of work for the year. This should allow the Committee to fulfil its terms of reference. It will continue to be kept under review throughout the year.

Item	Standing Item	Non Standing Item	Responsibility	June 26 <sup>th</sup> 2023	July 31 <sup>st</sup> 2023 <sup>1</sup>	September 25 <sup>th</sup> 2023	December 11 <sup>th</sup> 2023	March 11 <sup>th</sup> 2024
<b>Governance and Assurance</b>								
Strategic Risk Management Update	✓		Chief Officer	✓		✓	✓	✓
Partnership Improvement Plan / Audit Recommendations Update		✓	Chief Officer			✓		✓
Internal Audit Annual Report and Assurance Statement		✓	Chief Internal Auditor	✓				
Internal Audit Reports 2022/23:								
• Leadership Capacity PKIJB 22-01		✓	Chief Internal Auditor	✓				
• Premises and Property PKIJB 22-03		✓	Chief Internal Auditor	✓				
Internal Audit Reports 2023/24: TBC			Chief Internal Auditor					
Internal Audit Strategy and Plan 2023/24		✓	Chief Internal Auditor	✓				
Internal Audit Plan Progress Report	✓		Chief Internal Auditor	✓		✓	✓	✓
External Audit Strategy		✓	External Auditor					✓
External Audit – Proposed Audit Fee 2023/24		✓	Interim Chief Financial Officer					✓
External Audit Annual Report 2022/23		✓	External Auditor			✓		
<b>Performance</b>								
Financial Position	✓		Interim Chief Financial Officer	✓		✓	✓	✓
Progress Report - Key National Indicator Set	✓		Chief Officer	✓		✓	✓	✓
Annual Performance Report		✓	Chief Officer		✓			
<b>Annual Accounts</b>								
Annual Governance Statement		✓	Interim Chief Financial Officer	✓				
Unaudited Annual Accounts 2021/22		✓	Interim Chief Financial Officer	✓				
Audited Annual Accounts 2021/22		✓	Interim Chief Financial Officer			✓		
Letter of Representation to External Audit		✓	Interim Chief Financial Officer			✓		

<sup>1</sup> 1 item agenda - APR

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Assurances Received from Partners		✓	Interim Chief Financial Officer			✓		

Clinical and Care Governance								
Clinical & Care Governance Assurance	✓		Chief Officer	✓		✓	✓	✓
PKHSCP Clinical and Care Governance Annual Report		✓	Chief Officer	✓				

For Information								
Audit & Performance Committee Record of Attendance	✓		For information	✓		✓	✓	✓
Audit & Performance Committee Work Plan	✓		For information	✓		✓	✓	✓