



**PERTH & KINROSS INTEGRATION JOINT BOARD**  
**AUDIT AND PERFORMANCE COMMITTEE**  
**WORK PLAN 2021/22**

**Report No. G/21/7**

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 22 <sup>nd</sup> 2021	July 26 <sup>th</sup> 2021	Sept 14 <sup>th</sup> 2021	Nov 30 <sup>th</sup> 2021	Feb 15 <sup>th</sup> 2022
<b>Governance &amp; Assurance</b>								
Strategic Risk Management Update	✓		Chief Financial Officer	✓		✓	✓	✓
Partnership Improvement Plan	✓		Chief Officer	✓		✓	✓	✓
Audit Recommendations Update	✓		Chief Financial Officer	✓		✓	✓	✓
Internal Audit Annual Report and Assurance Statement		✓	Chief Internal Auditor	✓				
Appointment of Internal Auditors 2020/21		✓	Chief Financial Officer	✓				
Extension To External Audit Appointment		✓	Chief Financial Officer				✓	
Internal Audit Reports 2019/20:								
• Financial Risks PKIJB 19-01		✓	Chief Internal Auditor					
Internal Audit Reports 2020/21:								
• Improvement Actions PKIJB 20-01		✓	Chief Internal Auditor					
• Corporate Support PKIJB 20-02		✓	Chief Internal Auditor					
• Commissioned Service Providers 20-03		✓	Chief Internal Auditor					
Internal Audit Reports 2021/22:								
• TBC		✓	Chief Internal Auditor					
Internal Audit Plan 2021/22		✓	Chief Internal Auditor					
Internal Audit Plan Progress Report	✓		Chief Internal Auditor	✓		✓	✓	✓
Audit & Performance Committee Work Plan	✓		Chief Officer	✓		✓	✓	✓
External Audit Strategy		✓	External Auditor					✓
External Audit – Proposed Audit Fee 2020/21		✓	Chief Financial Officer					✓
External Audit Annual Report 2020/21		✓	External Auditor			✓		
Care & Professional Governance Forum Annual Report 2020/21		✓	Co-chairs of the CPGF			✓		

**Performance**

Item	Standing Item	Non Standing Item	Responsibility	June 22 <sup>nd</sup> 2021	July 26 <sup>th</sup> 2021	Sept 14 <sup>th</sup> 2021	Nov 30 <sup>th</sup> 2021	Feb 15 <sup>th</sup> 2022
Locality Update:								
• South Locality		✓	Chief Officer				✓	
• Perth City Locality		✓	Chief Officer	✓				
• North Locality		✓	Chief Officer			✓		
Financial Position	✓		Chief Financial Officer	✓		✓	✓	✓
HSCP Performance Quarterly Report		✓	Chief Officer			✓	✓	✓
Annual Performance Report		✓	Chief Officer		✓			

#### Annual Accounts

Review Annual Governance Statement		✓	Chief Financial Officer	✓				
Unaudited Annual Accounts 2020/21		✓	Chief Financial Officer	✓				
Audited Annual Accounts 2020/21		✓	Chief Financial Officer			✓		
Letter of Representation to External Audit		✓	Chief Financial Officer			✓		

#### For Information

Assurances Received from Partners		✓	For information			✓		
Audit & Performance Committee Record of Attendance	✓		For information	✓		✓	✓	✓