

**AUDIT & GOVERNANCE COMMITTEE
WORK PROGRAMME – 2019/2020**

Date of Meeting: 21 November 2019			
Statement of Accounts			
Agenda Items	Subject	Lead Officer / Member	Comments
	There are no items currently planned for this meeting		
External Audit			
1	Annual Audit Letter	Ernst & Young	
Governance Framework			
2	Updated Strategic Risk Register	Internal Audit Manager	
Treasury Management			
3	Treasury Management Mid-Year Report	Senior Accountant (Treasury Management)	Recommendations for approval by Full Council (8/1/20)
Internal Audit			
4	Update on the work of Internal Audit	Internal Audit Manager	
5	Results of the External Quality Assessment (EQA) on the Council's Internal Audit Service	Internal Audit Manager	Review conducted by the Head of Business Services, Wealden District Council
Other Items			
6	Update on the progress of the Council's Property Investment Fund (PIF)	Group Head of Technical Services	Requested by Committee at 2/19 meeting
7	(Interim) Update on the status of the Council's Business Continuity Planning (BCP) arrangements	Group Head of Neighbourhood Services	Requested by Committee at 7/19 meeting
8	Updates to the Council's Anti-Fraud, Corruption & Bribery Policy	Internal Audit Manager	For adoption by Full Council
9	Updates to the Council's Corporate Policy & Procedure Document on the Regulation of Investigatory Powers Act 2000 (as amended, including the Investigatory Powers Act 2016)	Internal Audit Manager	For adoption by Full Council
Work Programme			
10	To agree the rolling work programme for 2019/2020	Internal Audit Manager	Updates, etc.

**AUDIT & GOVERNANCE COMMITTEE
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As advised to the Committee there will be a treasury management training session for Members prior to the meeting of the Audit & Governance Committee. (This will be provided by the Council's external treasury management advisors)

**AUDIT & GOVERNANCE COMMITTEE
WORK PROGRAMME – 2019/2020**

Date of Meeting: Special Meeting TBC (December 2019 / January 2020)

Statement of Accounts

Agenda Items	Subject	Lead Officer / Member	Comments
1	Consideration of proposals for change of governance structure for the Council from Review of Governance Arrangements agreed by Full Council 18 September 2019	TBC	Recommendations to be made to Full Council for a decision at the May 2020 Annual Meeting

**AUDIT & GOVERNANCE COMMITTEE
WORK PROGRAMME – 2019/2020**

Date of Meeting: 13 February 2020			
Statement of Accounts			
Agenda Items	Subject	Lead Officer / Member	Comments
1	Accounting Policies for 2019/20 Accounts	Financial Services Manager	If CIPFA advise of any changed requirements, then an update will be provided at the July meeting
External Audit			
2	Audit Plan (and Progress Report)	Ernst & Young	Covering the audit of the 2019/20 Accounts
3	Annual Certification Report 2018/19 (TBC)	Ernst & Young	Certification of the Housing Benefit Subsidy Claim
Governance Framework			
4	Capital Strategy	Financial Services Manager	For approval by Full Council (18/3/20)
5	Updated Strategic Risk Register	Internal Audit Manager	As advised to A&GC at November 2019 meeting
Treasury Management			
6	Treasury Management Strategy Statement and Annual Investment Strategy	Senior Accountant (Treasury Management)	For approval by Full Council (18/3/20)
Internal Audit			
7	Annual Internal Audit Plan	Internal Audit Manager	
8	Update on the work of Internal Audit	Internal Audit Manager	
Other Items			
9	Update on the progress against recommendations from the Partnerships audit (as included in the Annual Governance Statement 2017/18)	Group Head of Policy	Requested by Committee at 2/19 meeting
10	Update on the status of the Council's Business Continuity Planning (BCP) arrangements	Group Head of Neighbourhood Services	
11	Update on the progress of Council-owned companies	Internal Audit Manager	Cabinet Decision to dissolve local property company taken

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			29/7/19, but removed from Full Council agenda 18/9/19 pending further review
Work Programme			
12	To agree the rolling work programme for 2019/2020	Internal Audit Manager	

February meeting has to be timed so that Treasury Management Strategy can be approved by Full Council before 31/3/20

**AUDIT & GOVERNANCE COMMITTEE
WORK PROGRAMME – 2019/2020**

Date of Meeting: xx July 2020 (TBC)

Committee name and workplan may alter in 2020 depending upon the outcome of the Council's Review of Governance Arrangements

Statement of Accounts

Agenda Items	Subject	Lead Officer / Member	Comments
1	Final Statement of Accounts 2019/20	Financial Services Manager	Draft version will be provided to external audit and posted on the Council's website at 31 May 2020
2	Annual Governance Statement	Internal Audit Manager	Draft version will be considered by Chairman / Vice Chairman in May, provided to external audit and posted on the Council's website at 31 May 2020

External Audit

3	Response to E&Y on annual assurance letter regarding governance arrangements	Committee Chairman	Letter will be agreed with the Chairman and sent to external audit in April
4	Audit Results Report – ISA 260	Ernst & Young	
5	Annual Audit Fee Letter	Ernst & Young	

Governance Framework

6	Local Code of Corporate Governance	Internal Audit Manager	
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Treasury Management

7	Treasury Management Annual Report	Senior Accountant (Treasury Management)	Recommendations for approval by Full Council (date tbc)
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Internal Audit

8	Annual Internal Audit Report & Opinion	Internal Audit Manager	
9	Results of the External Quality Assessment (EQA) on the Council's Internal Audit Service	Internal Audit Manager	Review conducted by the Head of Business Services, Wealden District Council
10	Update on the work of Internal	Internal Audit	

**AUDIT & GOVERNANCE COMMITTEE
WORK PROGRAMME – 2019/2020**

	Audit	Manager	
Other Items			
11	Annual Counter-Fraud Report	Internal Audit Manager	Any urgent updates can be provided at other meetings
12	Chairman's Annual Report To Council	Committee Chairman	To be presented to Full Council
13	Annual update on use of RIPA powers in the previous Municipal Year	Internal Audit Manager	
Work Programme			
14	To agree the rolling work programme for 2020/2021	Internal Audit Manager	Updates, etc.

Other items to be considered in Work Programme:-

Independent Members' Remuneration Panel

- Recruitment / appointments
- Proposals for / progress of review
- Report on review / proposals for change to be passed by A&GC to Full Council

Property Investment Fund

- Progress reports (Property & Estates Manager)

Council-owned companies (should any be established)

Governance & Risk Group updates

Relevant policy reviews, updates, etc.

Potential changes to the Council's governance structure