

**AUDIT & GOVERNANCE COMMITTEE
WORK PROGRAMME – 2020/2021**

Date of Meeting: 30 July 2020			
Statement of Accounts			
Agenda Items	Subject	Lead Officer / Member	Comments
1	Final Statement of Accounts 2019/20	Financial Services Manager	Will now be presented at a Special A&G meeting to be arranged in September 2020
2	Annual Governance Statement	Internal Audit Manager	Draft version considered by Chairman in May, provided to external audit and posted on the Council's website
External Audit			
3	Response to E&Y on annual assurance letter regarding governance arrangements	Committee Chairman	Letter agreed with the Chairman and sent to external audit in April
4	Updated Audit Plan and Audit Results Report – ISA 260	Ernst & Young	
Governance Framework			
5	Local Code of Corporate Governance	Internal Audit Manager	
6	Updated Strategic Risk Register	Internal Audit Manager	Following interim officer review in respect of Covid-19 crisis
Treasury Management			
7	Treasury Management Annual Report	Senior Accountant (Treasury Management)	Recommendations for approval by Full Council (16 September 2020)
Internal Audit			
8	Annual Internal Audit Report & Opinion	Internal Audit Manager	
9	Update on the work of Internal Audit	Internal Audit Manager	
Other Items			
10	Extending the Term of Office to John Thompson – Chairman of the Independent Remuneration Panel	Committee Services Manager	
11	Members' Allowances Review –	Committee Services	

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

**AUDIT & GOVERNANCE COMMITTEE
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Date of Meeting: 19 November 2020			
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	
2	Annual Audit Fee Letter	Ernst & Young	
3	Housing Benefit Subsidy Claim 2019/20 Certification	Internal Audit Manager	Summary of results of annual claim certification performed by E&Y (TBC – if not received, will be at Feb 2021 meeting)
Governance Framework			
4	Updated Strategic Risk Register	Internal Audit Manager	TBC
Treasury Management			
5	Treasury Management Mid-Year Report	Senior Accountant (Treasury Management)	Recommendations for approval by Full Council (13 January 2021)
Internal Audit			
6	Update on the work of Internal Audit	Internal Audit Manager	
7	Progress against action plan from the 2019 External Quality Assessment (EQA) on the Council's Internal Audit Service	Internal Audit Manager	Initial report presented to Committee in November 2019
Other Items			
8	Update on the progress against recommendations from the Partnerships audit	Group Head of Policy	Progress since report to the committee in 2/20
Work Programme			
9	To agree the rolling work programme for 2020/21	Internal Audit Manager	Updates, etc.

**AUDIT & GOVERNANCE COMMITTEE
WORK PROGRAMME – 2020/2021**

Date of Meeting: 25 February 2021			
Statement of Accounts			
Agenda Items	Subject	Lead Officer / Member	Comments
1	Accounting Policies for 2020/21 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 Planning Report	Ernst & Young	Covering the audit of the 2020/21 Accounts
Governance Framework			
3	Capital Strategy	Financial Services Manager	For approval by Full Council (17 March 2021)
Treasury Management			
4	Treasury Management Strategy Statement and Annual Investment Strategy	Senior Accountant (Treasury Management)	For approval by Full Council (17 March 2021)
Internal Audit			
5	Annual Internal Audit Plan	Internal Audit Manager	
6	Update on the work of Internal Audit	Internal Audit Manager	
Other Items			
7	Update on the progress of Council-owned companies	Internal Audit Manager	TBC
Work Programme			
8	To agree the rolling work programme for 2021/2022	Internal Audit Manager	

February meeting has to be timed so that Treasury Management Strategy can be approved by Full Council before 31/3/21

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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.

From May 2021, the Council has resolved to change its governance structure from the Leader & Cabinet model to committees. The Council will be working through 2020 to update the Constitution, which will include responsibilities and terms of reference for the revised committees for 2021/22-onwards