

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

Date of Meeting: 19 November 2020			
Statement of Accounts			
Agenda Items	Subject	Lead Officer / Member	Comments
1	Final Statement of Accounts 2019/20	Financial Services Manager	Draft version provided to external audit and posted on the Council's website
2	Final Annual Governance Statement	Internal Audit Manager	Draft version considered by Committee in July – final version will accompany the Council's audited Annual Accounts published on the Council's website
External Audit			
3	Audit Results Report – ISA 260	Ernst & Young	
Treasury Management			
4	Treasury Management Mid-Year Report	Senior Accountant (Treasury Management)	Recommendations for approval by Full Council (13 January 2021)
Internal Audit			
5	Update on the work of Internal Audit	Internal Audit Manager	
Other Items			
6	Members' Allowances – Recommendations For Future Special Responsibility Allowances for the New Council Structure From May 2021	Committee Services Manager	A&GC recommendations to be presented to Full Council (13 January 2021)
7	Data Protection Breach Overview	Acting Monitoring Officer & Data Protection Officer	
Work Programme			
8	To note the rolling work programme for 2020/21	Internal Audit Manager	Updates, etc.

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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	Annual Audit Letter	Ernst & Young	
3	Annual Audit Fee Letter	Ernst & Young	TBC (future fees under discussion between E&Y and PSAA Ltd)
4	Audit Planning Report	Ernst & Young	TBC Covering the audit of the 2020/21 Accounts
5	Housing Benefit Subsidy Claim 2019/20 Certification	Internal Audit Manager	TBC Summary of results of annual claim certification performed by E&Y
Governance Framework			
6	Capital Strategy	Financial Services Manager	For approval by Full Council (17 March 2021)
7	Updated Strategic Risk Register	Internal Audit Manager	TBC If interim update required in respect of Arun's 'future ways of working'
Treasury Management			
8	Treasury Management Strategy Statement and Annual Investment Strategy	Senior Accountant (Treasury Management)	For approval by Full Council (17 March 2021)
Internal Audit			
9	Annual Internal Audit Plan	Internal Audit Manager	
10	Update on the work of Internal Audit	Internal Audit Manager	
11	Progress against action plan from the 2019 External Quality Assessment (EQA) on the	Internal Audit Manager	TBC (Initial report presented to Committee in

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	Council's Internal Audit Service		November 2019)
Other Items			
12	Update on the progress against recommendations from the Partnerships audit	Group Head of Policy	TBC (Progress since report to the committee in 2/20)
Work Programme			
13	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

**AUDIT & GOVERNANCE COMMITTEE
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Date of Meeting: xx July 2021 (TBC)			
Statement of Accounts			
Agenda Items	Subject	Lead Officer / Member	Comments
1	Final Statement of Accounts 2020/21	Financial Services Manager	Draft version provided to external audit and posted on the Council's website
2	Annual Governance Statement	Internal Audit Manager	Draft version to be 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 to be 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	
Treasury Management			
6	Treasury Management Annual Report	Senior Accountant (Treasury Management)	Recommendations for approval by Full Council (xx September 2021)
Internal Audit			
7	Annual Internal Audit Report & Opinion	Internal Audit Manager	
8	Update on the work of Internal Audit	Internal Audit Manager	
Other Items			
9	Annual Counter-Fraud Report	Internal Audit Manager	
10	Chairman's Annual Report To Council	Committee Chairman	To be presented to Full Council
11	Annual update on use of RIPA powers in the previous Municipal Year	Internal Audit Manager	

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12	Other items for this committee under new governance arrangements	TBC	TBC
Work Programme			
13	To agree the rolling work programme for 2021/2022	Internal Audit Manager	Updates, etc.

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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

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. It is understood that the Capital Strategy will, in future, form part of the work programme for the Corporate Policy & Performance Committee