

**AUDIT & GOVERNANCE COMMITTEE
WORK PROGRAMME – 2021/2022**

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	
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	
Work Programme			
7	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
WORK PROGRAMME – 2021/2022**

Date of Meeting: 29 July 2021			
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	Annual Audit Fee Letter	Ernst & Young	TBC (future fees under discussion between E&Y and PSAA Ltd)
5	Audit Planning Report	Ernst & Young	TBC Covering the audit of the 2020/21 Accounts
6	Updated Audit Plan and Audit Results Report – ISA 260	Ernst & Young	TBC
7	Housing Benefit Subsidy Claim 2019/20 Certification	Internal Audit Manager	TBC (if not available at Feb 21 meeting) Summary of results of annual claim certification performed by E&Y
Governance Framework			
8	Local Code of Corporate Governance	Internal Audit Manager	
Treasury Management			
9	Treasury Management Annual Report	Senior Accountant (Treasury Management)	Recommendations for approval by Full Council (15 September 2021)
Internal Audit			
10	Annual Internal Audit Report &	Internal Audit	

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	Opinion	Manager	
11	Update on the work of Internal Audit	Internal Audit Manager	
Other Items			
12	Annual Counter-Fraud Report	Internal Audit Manager	
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	
15	Other items for this committee under new governance system	TBC	TBC
Work Programme			
16	To agree the rolling work programme for 2021/2022	Internal Audit Manager	Updates, etc.

**AUDIT & GOVERNANCE COMMITTEE
WORK PROGRAMME – 2021/2022**

Date of Meeting: 7 October 2021 / 16 November 2021			
Statement of Accounts			
Agenda Items	Subject	Lead Officer / Member	Comments
1	Final Statement of Accounts 2020/21	Financial Services Manager	Reserve date (if accounting dates change and not available in July)
2	Annual Governance Statement	Internal Audit Manager	Reserve date (if accounting dates change and not available in July)
External Audit			
3	Audit Results Report – ISA 260	Ernst & Young	Reserve date (if accounting dates change and not available in July)
4	Annual Audit Letter	Ernst & Young	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	TBC
Governance Framework			
8	Updated Strategic Risk Register	Internal Audit Manager	
Other Items			
9	Update on the progress against recommendations from the Partnerships audit	Group Head of Policy	
10	Other items for this committee under new governance system	TBC	TBC
Work Programme			
11	To note the rolling work programme for 2021/22	Internal Audit Manager	Updates, etc.

**AUDIT & GOVERNANCE COMMITTEE
WORK PROGRAMME – 2021/2022**

Date of Meeting: 22 February 2022			
Statement of Accounts			
Agenda Items	Subject	Lead Officer / Member	Comments
1	Accounting Policies for 2021/22 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	Reserve date (if not available for previous meeting)
3	Annual Audit Fee Letter	Ernst & Young	
4	Audit Planning Report	Ernst & Young	Covering the audit of the 2021/22 Accounts
5	Housing Benefit Subsidy Claim 2020/21 Certification	Internal Audit Manager	Summary of results of annual claim certification performed by E&Y
Treasury Management			
6	Treasury Management Strategy Statement and Annual Investment Strategy	Senior Accountant (Treasury Management)	For approval by Full Council (9 March 2022)
Internal Audit			
7	Annual Internal Audit Plan	Internal Audit Manager	
8	Update on the work of Internal Audit	Internal Audit Manager	
Other Items			
9	Other items for this committee under new governance system	TBC	TBC
Work Programme			
10	To agree the rolling work programme for 2022/23	Internal Audit Manager	

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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

(An interim review was conducted in 2020 with recommendations due at Full Council in January 2021, with a full review due in 2023)

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 2020/21 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