

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

Date of Meeting: 7 October 2021			
Other Items			
1	Petitions Policy – review of the Council's handling of the Petition Relating to Development in Pagham	Monitoring Officer	Referred to A&GC under section 7 of the Council's Petition Scheme

Date of Meeting: 16 November 2021			
External Audit			
1	Audit Fees 2019/20 Update	Internal Audit Manager	Further to the letter sent to PSAA Ltd as requested at the July meeting of the Committee
2	Arrangements for Appointment of External Auditor	Interim Financial Services Manager	Recommendations for approval by Full Council (12 January 2022)
Treasury Management			
3	Treasury Management Mid-Year Report	Senior Accountant (Treasury Management)	Recommendations for approval by Full Council (12 January 2022)
Internal Audit			
4	Progress Against The Audit Plan	Internal Audit Manager	
Governance Framework			
5	Updated Risk Management Policy Statement and Strategy	Internal Audit Manager	
6	Updated Strategic Risk Register 2021/22	Internal Audit Manager	
Other Items			
7	Update on progress on the Partnerships Register	Group Head of Policy	
Work Programme			
8	To note the rolling work programme for 2021/22	Internal Audit Manager	Updates, etc.

**AUDIT & GOVERNANCE COMMITTEE
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Date of Meeting: 17 January 2022 (Special Meeting)			
Statement of Accounts			
Agenda Items	Subject	Lead Officer / Member	Comments
1	Final Statement of Accounts 2020/21	Financial Services Manager	
2	Final Annual Governance Statement	Internal Audit Manager	
External Audit			
3	Audit Results Report – ISA 260	Ernst & Young	
4	Auditor's Annual Report	Ernst & Young	
Work Programme			
5	To note the rolling work programme for 2022/23	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	Audit Planning Report	Ernst & Young	TBC - Covering the audit of the 2021/22 Accounts
Treasury Management			
3	Treasury Management Strategy Statement and Annual Investment Strategy	Senior Accountant (Treasury Management)	For approval by Full Council (9 March 2022)
Internal Audit			
4	Annual Internal Audit Plan	Internal Audit Manager	
5	Progress Against The Audit Plan	Internal Audit Manager	
Other Items			
6	Feedback & Complaints Policy	Group Head of Law & Governance	
7	Progress update on housing tenancy fraud	Neighbourhood Services Manager	Requested by the Committee at its July 2021 meeting
Work Programme			
8	To agree the rolling work programme for 2022/23	Internal Audit Manager	

February meeting has to be timed so that Treasury Management Strategy can be approved by Full Council before 31 March each year

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

Date of Meeting: xx July 2022 (TBC)			
Statement of Accounts			
Agenda Items	Subject	Lead Officer / Member	Comments
1	Draft Annual Governance Statement	Internal Audit Manager	Draft version to be considered by Committee (final version will be presented with the Annual Accounts)
External Audit			
2	Response to E&Y on annual assurance letter regarding governance arrangements	Committee Chair	Letter agreed with the Chair and sent to external audit in April
3	Audit Planning Report	Ernst & Young	TBC Covering the audit of the 2021/22 Accounts
Governance Framework			
4	Local Code of Corporate Governance	Internal Audit Manager	
Treasury Management			
5	Treasury Management Annual Report	Senior Accountant (Treasury Management)	Recommendations for approval by Full Council (xx September 2021 - TBC)
Internal Audit			
6	Annual Internal Audit Report & Opinion	Internal Audit Manager	
7	Progress Against The Audit Plan	Internal Audit Manager	
Other Items			
8	Annual Counter-Fraud Report	Internal Audit Manager	
9	Chair's Annual Report To Council	Committee Chair	To be presented to Full Council
10	Annual update on use of RIPA powers in the previous Municipal Year	Internal Audit Manager	
11	Annual update on housing tenancy fraud	Neighbourhood Services Manager	Requested by the Committee at its July 2021 meeting

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Work Programme			
12	To agree the rolling work programme for 2022/2023	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

(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.