Meeting

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iuit & G	overnance Committee Constitution	Report	May	June	July	September	October	November	January	March
	The purpose of an audit committee is to provide independent assurance on the adequacy of the risk management framework together with the internal control of the financial reporting									
5.9	and annual governance processes									
5.10	Internal Audit	Internal Audit								
	To consider the Head of Internal Audit's annual report and opinion, and a summary of internal Audit activity (actual and proposed) and the level of assurance it can give over the	Internal Audit Plan & Internal Audit Charter Progress Report on internal audit plan (see part b for timing)	2020/21 Plan &					Opinion		2021/22 Plan
	Council's corporate governance arrangements	Internal Audit Annual Opinion	Charter					Ориноп		Charter
	To consider summaries of specific Internal Audit reports and the main issues arising and seek	Progress Report on internal audit plan		Progress Report	Progress Report	Progress Report	Progress Report	Progress Report	Progress Report	Progress Rep
	assurance that action has been taken where necessary To consider reports dealing with the management and performance of the providers of			- 1-8						
	Internal Audit Services									
	To consider a report from Internal Audit on agreed recommendations not implemented	Tracking of internal and external audit recommendationsProgress Report on		Tracking Report			Tracking Report			Tracking Rep
	within a reasonable timescale	internal audit plan (see part b for timing)		macking keport			Tracking Report			macking Kepi
	To be able to call senior officers and appropriate members to account for relevant issues within the remit of the Committee	No specific activity required as part of normal questioning activity								
	The Committee will not receive detailed information on investigations relating	Progress Report on internal audit plan (see part b for timing)								
	to individuals. The general governance principles and control issues may be									
	discussed, in confidential session if applicable, at an appropriate time, to protect the identity of individuals and so as not to prejudice any action being									
	protect the identity of individuals and so as not to prejudice any action being taken by the Council									
.5.11	External Audit	External Audit								
		Annual Audit fee letter								
		External Audit progress update (see part b for timing) Tracking of internal and external audit recommendations (see part 3.5.10d for								
		tracking or internal and external audit recommendations (see part 3.5.10d for timing)	Audit Fee						Annual Letter Annual Plan	
	Review and agree the External Auditors annual plan, including the annual audit Fee and	Annual Audit Letter								
	annual letter and receive regular update reports on progress	External Audit Annual Plan								
		External Audit progress update		Progress Report	Progress Report	Progress Report	Progress Report			Progress Repo
	To meet privately with the External Auditor once a year if required To comment on the scope and depth of external audit work and to ensure it	Not required to be scheduled on Work programmeme No specific activity required as part of normal questioning activity								
	gives value for money	no specific activity required as part of normal questioning activity								
	To recommend appointment of the council's local (external) auditor	Not required to be scheduled on 20/21 Work programmeme								
_	Ensure that there are effective relationships between external and internal	No specific activity required as part of normal questioning activity. External Audit								
	audit that the value of the combined internal and external audit process is maximised.	can place limited reliance on Internal Audit Work.								
.12	Governance									
	To maintain an overview of the council's Constitution, conduct a biennial	Re-thinking Governance Update								
	review and recommend any changes to council other than changes to the	Accounting Policy Update		Re-thinking		Re-thinking		Policy Update	Procedure Rules	1
	contract procedure rules, finance procedure rules which have been delegated	Contract & Finance Procedure Rules		Govenance		Govenance		oncy opuate	- roccoure nuies	1
	to the committee for adoption	Work programme								
	L	Work programme Corporate Risk Register	Risk Register	Work	Work	Work		Work programme	Work programme	Work
	To monitor the effective development and operation of risk management and		Work programme	programme	programme Risk register	programme	Work programme	Risk Register	Risk Register	programme
	corporate governance in the council	Whistleblowing policy		programme	man register		Anti-Fraud &			programme
	To maintain an overview and agree changes to the council policies on	Anti-fraud & corruption strategy		Whistleblowing			Corruption		Risk register	
	whistleblowing and the 'Anti-fraud and corruption strategy'	,					Whistleblowing			
	To oversee the production of the authority's Statement on Internal Control	Statement of Accounts								
	and to recommend its adoption To annually conduct a review of the effectiveness of the council's governance	Annual Governance Statement								
	process and system of internal control which will inform the Annual	Annual Governance Statement Annual Governance Statement Progress Report			Draft			Final		Progress Repo
	Governance statement	Annual dovernance statement i logicus neport								1 TOGICSS REPO
	The council's arrangements for corporate governance and agreeing	Annual Governance Statement Progress Report								Progress Repo
	necessary actions to ensure compliance									1 TOGICSS REPO
	To annually review the council's information governance requirements To agree the annual governance statement (which includes an annual review	Information Governance Review Annual Governance Statement								
	of the effectiveness of partnership arrangements together with monitoring officer, s151	Annual Governance Statement Progress Report			Draft			Final		Progress Repo
	officer, caldicott guardian and equality and compliance manager reviews)									
	To adopt an audit and governance code									
	To undertake community governance reviews and to make recommendations to Council.	Last completed 2018. This is on an as required basis and therefore not scheduled.								
5.13	Waste Contract									
	To review, in conjunction with external advisers advising the council as	Energy from Waste Loan Update								
	lender, the risks being borne as a result of the funding provided by the council to Mercia Waste Management Ltd and consider whether the risks being borne									
	by the council, as lender, are reasonable and appropriate having regard to the									
	risks typically assumed by long term senior funders to waste projects in the									
	United Kingdom and best banking practice									
	To monitor the administration of the loan to the waste project in line with best	Energy from Waste Loan Update								
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