

Corporate Governance and Audit Committee 2020-21 Work Programme

Subject	Route	Lead Officer
2 July 2020 9.30am (Special)		
CGAAC meeting timings		Chairman
COVID-19 response, recovery phase	Cabinet	John Ward
Audit Planning Report 2019-20		EY
2019-2020 Accounting Policies		Mark Catlow
Housing Benefit Subsidy Audit		Marlene Rogers
Internal audit - individual reports and audit plan progress and new audit plan 2020-21		Stephen James
Motions report		Nick Bennett
Updates to the Constitution		Nick Bennett
Audit Planning Report 2019-20		EY
Corporate Health and Safety and Business Continuity Management (Circulated outside of meeting to members for information)		Warren Townsend
Fraud Prevention Management (Circulated outside of meeting to members for information)		Jeremy Todd
Partnerships Report 2019 Management (Circulated outside of meeting to members for information)		Amy Loaring
Risk Management Update Management (Circulated outside of meeting to members for information)		Helen Belenger
1 September 2020 2.00pm		
CGAC work programme 2020-21		Katherine Davis
Income Strip and Wrapper Lease		John Ward
Briefing note on borrowing and income generation (requested by Chairman)		Mark Catlow
2019-20 Treasury Management Outturn report	Cabinet	Mark Catlow
Internal audit - Progress report and 2019-20 audit plan & audit plan 2020-21		Stephen James
Fraud Prevention		Jeremy Todd

Subject	Route	Lead Officer
Strategic Risk Group - Appointment of three members of the committee – verbal report		Chairman
Potential liabilities of outstanding litigation (Part 2) (Circulate outside of meeting to members for information)		Nick Bennett
S106 and CIL Annual Monitoring report (Circulate outside of meeting to members for information)		Simon Davies

20 October 2020 2.00pm

Annual Audit Letter 2019-20		EY
Strategic & Operational Risks 2020-21 – report back from SRG 1 October 2020		Helen Belenger
Financial Strategy & Plan 2021-22	Cabinet Council	Helen Belenger
S106 annual exceptions report		Simon Davies
Complaints, Freedom of Information requests and Data Protection Analysis 2019-20		Nick Bennett/Fiona Delahunty
Internal audit - individual reports and audit plan progress		Stephen James
Budget TFG - Appointment of three members of the committee		Helen Belenger
Audit Results Report for the year ended 31 March 2020		EY
Approval of the 2019-20 Audited accounts		David Cooper
2019/20 Annual Governance Statement and Corporate Governance report. (App 1 CGAC report to Full Council; App 2 Annual Governance Statement; App 3 Report on Partnerships; App 4 Effectiveness of Internal Audit section)	Council	Stephen James

19 January 2021 2.00pm

Certification of claims and returns annual report 2019-20		EY
Capital Strategy		Mark Catlow
Audit Progress Report		EY
Mid- year review of the Treasury Management Strategy 2020-21	Cabinet	Mark Catlow
Corporate Debt and Write Off Policies	Cabinet	Helen Belenger

Subject	Route	Lead Officer
2021-22 Draft Treasury Management Strategy and Policy and Investment Strategies and Capital Strategy Update		Mark Catlow
Budget Review TFG – report back by members of the group		Helen Belenger/ TFG members
Internal audit - individual reports and audit plan progress		Stephen James
23 March 2021 2.00pm		
Audit Planning Report 2020-21		EY
Internal audit - individual reports and audit plan progress and new audit plan 2021-22		Stephen James
Accounting Policies		Mark Catlow
Strategic, Organisational and Programme Board Risk Registers Update		Helen Belenger
Internal audit - individual reports and audit plan progress		Stephen James
Carry forward requests	Cabinet	David Cooper
Report on potential liabilities of outstanding litigation (Part 2)		Nick Bennett

Reports emailed to CGAC members for information:

- Audit scopes – sent to committee members by Internal Audit
- Audits where recommendations are low risk – medium and high risk audits included on agenda
- Treasury Management monthly reports – sent to members by Financial Services
- Property Investment performance monthly reports – sent to members by Financial Services
- Employment Statistics annual report – November (reported as part of Equality Strategy update) – sent to members by Committee Clerk
- EY quarterly committee briefings – sent to committee members by Committee Clerk