

APPENDIX A

GOVERNANCE AND AUDIT – CALENDAR OF WORK PROGRAMME ITEMS 2021/22

Date of Meeting	Agenda item	Author	Purpose and whether mandatory	Frequency
11 November 2021	Internal Audit – Audit Plan Progress Report 2021-22	Internal Audit	To update Committee on progress of the plan. Not mandatory, but part of Governance role.	To each meeting.
	Follow up report on Internal Audit recommendations	Internal Audit	Not mandatory, but part of Governance role.	To each meeting.
	Mid Term Treasury Report 21/22	Section 151 Officer	To comply with Treasury Management Strategy reporting requirements	Half-yearly
	Q2 2021-22 Risk Report	Corey Gooch	Part of Governance role – not mandatory	To each meeting
13 January 2022	Housing Benefit Grant Claims 20/21	External Audit (KPMG)	External Audit Certification of Grant Claims – Mandatory Approval	Annual
	Treasury Management Strategy Statement, Minimum Revenue Provision Policy Statement and Annual Investment Strategy 2022/23	Section 151 Officer	Mandatory requirement. To review Treasury Management Strategy and approve Prudential Indicators.	Annual
	Q3 2021-22 Risk Report	Corey Gooch	Part of Governance role – not mandatory	To each meeting
	Governance and Audit Committee Self Assessment	Internal Audit	For confirmation. Good practice.	Annual
17 March 2022	Audit Plan 21/22	External Audit	External Audit Plan – Mandatory	Annual

Date of Meeting	Agenda item	Author	Purpose and whether mandatory	Frequency
		(Ernst & Young)	Approval	
	Internal Audit – Audit Plan Progress Report 2021-22	Internal Audit	To update Committee on progress of the plan. Not mandatory, but part of Governance role.	To each meeting
	Strategic and Annual Internal Audit Plan 2022/23	Internal Audit	Annual Internal Audit Workplan - Mandatory approval	Annual
	Governance and Audit Committee Self Assessment Follow up	Internal Audit	For confirmation. Good practice.	
	Follow up report on Internal Audit recommendations	Internal Audit	Not mandatory, but part of Governance role.	To each meeting
	SHDC Annual Audit Letter 2020/21	External Audit (Ernst & Young)	Mandatory/Consultation requirement. To approve audit fees.	Annual
	Audit Results Report 20/21	External Audit (Ernst & Young)	Mandatory report to those charged with Governance	Annual
	Financial Statements 2021/22 Accounting Policies	Section 151 Officer	Not mandatory, but good practice.	Annual

The following item to be added to the Committee’s Work Programme on an ad hoc basis, where there is information to report:

- **March 2024 – Diarise to review the Counter Fraud, Corruption and Bribery Policy, and the Whistleblowing Policy (to be reviewed every three years, last reviewed March 2021 (Whistleblowing Policy) and 29 July 2021 (Counter Fraud, Corruption and Bribery Policy).**