

Governance Committee Work Programme 2021/22

This work programme provides structure for the Audit Committee to ensure it receives reports and updates at the appropriate meetings throughout the year. It is reviewed and updated at each committee meeting.

North Devon Council Reports and updates:

Dates of forthcoming meetings:	8 Jun 2021	27 Sep 2021	Extraordinary 20 Oct 2021	16 Nov 2021	4 Jan 2022	8 Mar 2022
Review of the Committee's Terms of Reference (TB)						Report Due
Annual Review of the Committee's effectiveness (JT)	Report Due					Report Due
Half Yearly Report from the Chair of the Governance Committee (KJ).		Report Due Sept each year		Moved from Sept 27		Report Due March each year
Annual Governance Statement		Report Due	Moved from Sept 27			
Statement of Accounts	Report Due- moved to Sept	Report Due	Moved from Sept 27			
Letter of Representation (JT)		Report Due	Moved from Sept 27			
Compensation payments made under delegated powers. (CH)	Report Due					
Procedure for the Conduct of Investigations	Report Due					

Dates of forthcoming meetings:	8 Jun 2021	27 Sep 2021	Extraordinary 20 Oct 2021	16 Nov 2021	4 Jan 2022	8 Mar 2022
Update Report for the Investigations Update		Report Due		Moved from Sept 27		Report Due
Part B: Corporate Risk Register (SH)		Report Due		Moved from Sept 27		Report Due
Major changes to Accounting Policies Management procedures to be reported by the Head of Resources						Report Due
Update on Governance Arrangements					Report Due	
Update on Business Continuity					Report Due	
Audit Recommendation Tracker	Report Due	Report Due		Report Due	Report Due	Report Due
Work Programme	Report Due	Report Due		Report Due	Report Due	Report Due

Internal Audit Agenda Items:

Dates of forthcoming meetings:	8 Jun 2021	27 Sep 2021	Extraordinary 20 Oct 2021	16 Nov 2021	4 Jan 2022	8 Mar 2022
Internal Audit Annual report	Report Due					
Internal Audit Strategy and Plan						Report Due

Dates of forthcoming meetings:	8 Jun 2021	27 Sep 2021	Extraordinary 20 Oct 2021	16 Nov 2021	4 Jan 2022	8 Mar 2022
Internal Audit Charter						March each year
Internal Audit Progress Report	Report Due	Report Due		Report Due	Report Due	Report Due

External Audit Items:

Dates of forthcoming meetings:	8 Jun 2021	29 Sep 2021	Extraordinary 20 Oct 2021	16 Nov 2021	4 Jan 2022	8 Mar 2022
External Audit - Fee Letter						
External Audit - Findings Report		Report Due	Moved from Sept 29th			
External Audit - Annual Audit Report (*previously Letter)					Moved from Nov 16th	
External Audit - Plan	Report Due					Report Due
External Audit - Progress Report and Sector Update	Report Due	Report Due		Report Due	Report Due	Report Due

Updated 2/11/21