

Governance Committee Work Programme 2022/23

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: | 14 Jun 2022 | 26 Sep 2022 | 15 Nov 2022 | 10 Jan 2023 | 14 Mar 2023 |
|---|-------------------------------------|--|-------------|-------------|----------------------------|
| Review of the Committee's Terms of Reference (Legal) | | | | | Report Due |
| Annual Review of the Committee's effectiveness (JT) | Report Due | Report carried over from June 2022 (for 2021/22) | | | Report Due (for 2022/23) |
| Half Yearly Report from the Chair of the Governance Committee (KJ). | Report carried over from March 2022 | Report Due Sept each year | | | Report Due March each year |
| Annual Governance Statement | | Report Due | | | |
| Statement of Accounts | Report Due | Report carried over from June 2022 | | | |
| Letter of Representation (JT) | | Report Due | | | |
| Compensation payments made under delegated powers. (SH) | Report Due | Report carried over from June 2022 | | | |
| Procedure for the Conduct of Investigations | | Report Due | | | Report Due |

| Dates of forthcoming meetings: | 14 Jun 2022 | 26 Sep 2022 | 15 Nov 2022 | 10 Jan 2023 | 14 Mar 2023 |
|--|-------------|---|-------------|-------------|-------------|
| Update Report for the Investigations Update | | Report Due | | | 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 (AM) | | | | Report Due | |
| Update on Cyber Security (AT) | | Report due <i>(as requested at June Committee)</i> | | | |
| 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 |
| Part B: Corporate Risk Register (AT) (quarterly) | Report Due | Report Due | | Report Due | Report Due |

Internal Audit Agenda Items:

| | | | | | |
|----------------------------------|--------------------|--------------------|--------------------|--------------------|--------------------|
| Dates of forthcoming meetings: | 14 Jun 2022 | 26 Sep 2022 | 15 Nov 2022 | 10 Jan 2023 | 14 Mar 2023 |
| Internal Audit Annual report | Report Due | | | | |
| Internal Audit Strategy and Plan | | | | | Report Due |
| 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 | 16 Nov 2022 | 4 Jan 2022 | 8 Mar 2022 |
| External Audit - Fee Letter | | | | | |
| External Audit - Findings Report | | Report Due | | | |
| External Audit - Annual Audit Report (*previously Letter) | | | | Report carried over from Nov 2022 | |
| 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 26/10/22