



AUDIT AND GOVERNANCE COMMITTEE

Report subject	Forward Plan 2019/20
Meeting date	25 July 2019
Status	Public Report
Executive Summary	This report sets out the core reports to be received by the Audit & Governance Committee for the 2019/20 financial year in order to enable it to fulfil its terms of reference.
Recommendation(s)	It is RECOMMENDED that: The Audit & Governance Committee approves the forward plan set out at Appendix A.
Reason for recommendation(s)	To ensure that Members of the Audit & Governance Committee are fully informed of the core reports to be considered during 2019/20.

Portfolio Holder(s):	Councillor Vikki Slade (Leader of the Council)
Corporate Director	Julian Osgathorpe – Corporate Director Resources
Contributors	Nigel Stannard (Head of Audit & Management Assurance) Simon Milne (Deputy Chief Internal Auditor)
Wards	All Wards
Classification	For Recommendation Approval

Background

1. Good practice dictates that a forward plan should be agreed which sets out the reports which will be considered by the Audit & Governance Committee over the next 12 months.

The Forward Plan

2. The forward plan set out at Appendix A has been developed through discussion with the Chair and Vice Chair of the Audit & Governance Committee, the S151 Officer and the Council's external auditors. The plan sets out proposals for the forward management of core reports to be considered by the Audit & Governance Committee in order to enable it to fulfil its terms of reference.
3. The Audit & Governance Committee should note that the plan does not preclude extraordinary items being brought before the Committee in consultation with the Chair and Vice Chair as necessary and appropriate, thus ensuring that the Audit & Governance Committee business is consistent with the requirements of the Council's Financial Regulations.

Consultation

4. Consultation involved in the Chair and Vice Chair of the Audit & Governance Committee, the S151 Officer and the Council's external Auditors.

Summary of Financial Implications

5. There are no direct financial implications from this report.

Summary of Legal Implications

6. There are no direct legal implications from this report.

Summary of Human Resource Implications

7. There are no direct human resource implications from this report.

Summary of Environmental Impact

8. There are no direct environmental implications from this report.

Summary of Public Health Implications

9. There are no public health implications from this report.

Summary of Equality Implications

10. There are no direct equality implications from this report.

Summary of Risk Assessment

11. The risk implications are as set out in the report.

Background Papers

12. None.

Appendices

Appendix A – Audit & Governance Committee Forward Plan 2019/20

Appendix A
Audit & Governance Committee Forward Plan 2019/20

REPORT	JULY 2019 (this Committee)	OCT 2019	JAN 2020	APRIL 2020
ANNUAL REPORTS				
Statement of Accounts 2018/19	✓			
Chief Internal Auditor's Annual Opinion Report 2018/19	✓			
Annual Governance Statement 2018/19 (* update on Action Plan)	✓		✓*	
Annual Breaches, Waivers & Exemptions Report 2018/19	✓			
Annual Review of Register of Declarations of Outside Interests & Receipts of Gifts & Hospitality by Officers 2018/19	✓			
Use of Regulation of Investigatory Powers Annual Report (including Report of the Office of Surveillance Commissioner) 2018/19	✓			
Annual Report of Internal Audit Counter Fraud Work and Whistleblowing Referrals 2018/19		✓		
Local Government and Social Care Ombudsman Annual Report 2018/19		✓		
Equality & Diversity Annual Report 2018/19		✓		
Treasury Management Policy Refresh/Approval for next financial year			✓	
Internal Audit Charter & Audit Plan for next financial year			✓	
Emergency Planning and Business Continuity Update		✓		
Information Governance Update			✓	
Health & Safety Update			✓	
Fire Safety Update			✓	
QUARTERLY/HALF YEARLY REPORTS				
Internal Audit - Quarterly Audit Plan Update (** to include Audit Charter & Audit Plan for 2019/20)	✓**	✓	✓	✓
Risk Management – Corporate Risk Register Update	✓	✓	✓	✓
Forward Plan (refresh)	✓	✓	✓	✓
Treasury Management Monitoring Report		✓		✓
AD HOC REPORTS				
Response to deputation made by the Chairman of Kinson Community Association at the Audit & Governance Committee 16/1/19	✓			
Local Code of Governance 6 month review (thereafter included in Annual Governance Statement Annual Report above)		✓		
Other – To be agreed				
EXTERNAL AUDIT REPORTS				
External Auditor – Audit Findings Report 2018/19	✓			
External Auditor – Annual Audit Fee 2019/20 (***) delayed from July – awaiting fee from Public Sector Audit Appointments)		✓***		
External Auditor – Annual Audit Letter 2018/19		✓		
External Auditor – Certification of Claims and Returns 2018/19			✓	
External Auditor – Audit Plan 2019/20 (**** 2018/19 Audit Plans for legacy Councils - for information only)	✓****			✓
External Auditor – Audit Progress & Sector Update		✓	✓	✓