

Governance and Ethics Committee Forward Plan August 2018 –July 2019

No.	Ref No	Item	Purpose	Lead Officer	Lead Member	Governance/Audit/Ethics
28 August 2018						
1.	C3260	Amendments to the Constitution – Scheme of Delegation	To review and amend sections of the Scheme of Delegation in light of legislative changes and current practice.	Sarah Clarke	Corporate Services	Governance
26 November 2018						
2.	GE3360	Financial Statements 2017/18 - Annual Audit Letter	To provide Members with the Final Annual Audit Letter 2017/18 from external auditor. The audit letter summarises the outcome from their audit work at West Berkshire Council in relation to the 2017/18 audit year.	Lesley Flannigan	Finance, Transformation and Economic Development	Audit
3.	GE3326	Review of the Revised Scrutiny Arrangements'	To consider the effectiveness of the revised scrutiny arrangements.	Andy Day	Chairman of Governance and Ethics	Governance
4.	GE3628	Internal Audit – Interim Report 2018-19	To update the Committee on the outcome of internal audit work.	Julie Gilhespy	Corporate Services	Audit
04 February 2019						
5.	C3405	Amendments to the Constitution – Scheme of Delegation	To review and amend sections of the Scheme of Delegation in light of legislative changes and current practice.	Sarah Clarke	Corporate Services	Governance
6.	GE3406	Internal Audit – Interim Report	To update the Committee on the	Julie Gilhespy	Corporate Services	Audit

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		2018-19	outcome of internal audit work.			
15 April 2019						
7.	C3424	Monitoring Officer's Annual Report to the Governance and Ethics Committee –2018/19 Year End	To provide an update on local and national issues relating to ethical standards and to bring to the attention of the Committee any complaints or other problems within West Berkshire.	Sarah Clarke	Corporate Services	Ethics
8.	GE3426	Internal Audit Plan 2019/20	To outline the proposed internal audit work programme for the next three years	Julie Gilhespey	Corporate Services	Audit
9.	GE3427	External Audit Plan 2019-20	To provide Members with a copy of the External Audit Plan for 2018-19	Julie Gilhespey	Corporate Services	Audit
10.	GE3629	Internal Audit – Interim Report 2018-19	To update the Committee on the outcome of internal audit work.	Julie Gilhespey	Corporate Services	Audit
June 2019						
11.						
July 2019						
12.	GE3624	West Berkshire Council Financial Statements 2017/18 including external auditor's Opinion.	To provide Members with the final copy of the Council's Financial Statements	Andy Walker	Finance, Transformation and Economic Development	Audit
13.	GE3625	Internal Audit Annual Assurance Report 2018/19	The Public Sector Internal Audit Standards (PSIAS) require the Audit Manager to make a formal annual report to those charged with	Julie Gilhespey	Corporate Services	Audit

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			governance within the Council.			
14.	GE3626	Planned Audit Fee for 2019/20	To note the contents of the audit fee letter.	Lesley Flannigan	Chairman of Governance and Ethics Committee	Audit
15.	GE3627	Annual Governance Statement	To allow the committee to review the Annual Governance Statement before it is signed by the Leader and Chief Executive	Andy Walker	Corporate Services	Governance