

Governance and Ethics Committee Forward Plan November 2018 – November 2019

No.	Ref No	Item	Purpose	Lead Officer	Lead Member	Governance/Audit/Ethics
04 February 2019						
1.	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
2.	C3650	Governance of the Code of Conduct Regime	To consider the governance arrangements around Standards complaints.	Sarah Clarke	Corporate Services	Governance
3.	GE3406	Internal Audit – Interim Report 2018-19	To update the Committee on the outcome of internal audit work.	Julie Gilhespey	Corporate Services	Audit
15 April 2019						
4.	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
5.	GE3426	Internal Audit Plan 2019/20	To outline the proposed internal audit work programme for the next three years	Julie Gilhespey	Corporate Services	Audit
6.	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
7.	GE3629	Internal Audit – Interim Report 2018-19	To update the Committee on the outcome of internal audit work.	Julie Gilhespey	Corporate Services	Audit

No.	Ref No	Item	Purpose	Lead Officer	Lead Member	Governance/Audit/Ethics
17 June 2019 (Date TBC)						
8.	GE3639	Risk Management Update Report Q2 2018/19	To provide an update with progress.	Catalin Bogos	Corporate Services	Audit
9.	GE3436	Internal Audit Plan 2019/20	To outline the proposed internal audit work programme for the next three years.	Julie Gilhespey	Corporate Services	Audit
29 July 2019 (Date TBC)						
10.	GE3624	West Berkshire Council Financial Statements 2018/19 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
11.	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 governance within the Council.	Julie Gilhespey	Corporate Services	Audit
12.	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
13.	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
25 November 2019 (Date TBC)						
14.	C3260	Amendments to the Constitution	To review and amend sections of the Scheme of Delegation in light of	Sarah Clarke	Corporate Services	Governance

No.	Ref No	Item	Purpose	Lead Officer	Lead Member	Governance/Audit/Ethics
			legislative changes and current practice.			
15.	GE3637	Financial Statements 2018/19 - Annual Audit Letter	To provide Members with the Final Annual Audit Letter 2018/19 from <i>external auditor</i> . <i>The audit letter summarises the</i> outcome from their audit work at West Berkshire Council in relation to the 2018/19 audit year.	Lesley Flannigan	Finance, Transformation and Economic Development	Audit
16.	GE3638	Internal Audit – Interim Report 2019-20	To update the Committee on the outcome of internal audit work.	Julie Gilhespy	Corporate Services	Audit