

Governance and Ethics Committee Forward Plan 16 November 2020 – August 2021

16 November 2020						
1.	GE3824	External Audit Fee 2020-21	To present to members the Audit Fee Letter for 2020/21 from Grant Thornton. The letter sets out the fee for the audit in line with the prescribed scale fee set by the Public Sector Audit Appointments Ltd (PSAA).	Shannon Coleman-Slaughter	Councillor Jo Stewart Internal Governance	Audit
2.	GE3820	Summary of Draft West Berkshire Council Financial Statements 2019/20	To provide Members with the final copy of the Council's Financial Statements.	Andy Walker	Councillor Ross Mackinnon Finance and Economic Development	Audit
3.	GE3689	External Audit Plan 2020-21	To provide Members with a copy of the External Audit Plan for 2020-21	Shannon Coleman-Slaughter	Councillor Jo Stewart Internal Governance	Audit
4.	GE3864	Internal Audit Interim Report 2020/21	To update the Committee on the outcome of internal audit work.	Julie Gillhespey	Councillor Jo Stewart Internal Governance	Audit
5.	GE3934	External Auditors Report on the Financial Statements	To receive the report from the external auditors.	Shannon Coleman-Slaughter	Councillor Ross Mackinnon Finance and Economic Development	Audit
6.	EX3952	Risk Management Strategy	For Information so that the Committee can consider how it would like to apply the strategy which has been approved by the Executive.	Joseph Holmes	Councillor Jo Stewart Internal Governance	Audit
7.	GE3954	Response to the Audit Review of the Governance and Ethics	To provide an update on progress on implementing the	Julie Gillhespey	Councillor Jo Stewart Internal	Audit

		Committee	recommendations as set out in the review of the Committee.		Governance	
01 February 2021						
8.	GE3891	Annual Audit Letter		Joseph Holmes	Councillor Ross Mackinnon Finance and Economic Development	Audit
9.	GE3892	Preparation for 2020-21 Financial Statements		Shannon Coleman-Slaughter	Councillor Ross Mackinnon Finance and Economic Development	Audit
10.	GE3907	Strategic Risk Register Update Q2 2020/21	To provide an update on the Strategic Risk Register as at Q2 of 2020/21.	Catalin Bogos	Councillor Jo Stewart Internal Governance	Audit
11.	GE3955	Local Code of Corporate Governance	To adopt the Code.	Joseph Holmes	Councillor Jo Stewart Internal Governance	Audit
12.	GE3893	Internal Audit – Interim Report 2020-21	To update the Committee on the outcome of internal audit work.	Julie Gillhespey	Councillor Jo Stewart Internal Governance	Audita
19 April 2021						
13.	GE3894	Internal Audit – Interim Report 2020-21	To update the Committee on the outcome of internal audit work	Julie Gillhespey	Councillor Jo Stewart Internal Governance	Audit
14.	GE3895	Internal Audit Plan 2021/22	To outline the proposed internal audit work programme for the next three years	Julie Gillhespey	Councillor Jo Stewart Internal Governance	Audit
June 2021						
15.	TBC	Risk Register Update Q4	To provide an update on the	Catalin Bogos	Councillor	Audit

		2020/21	Strategic Risk Register as at Q4 of 2020/21.		Jo Stewart Internal Governance	
August 2021						
16.	TBC	Internal Audit Annual Assurance Report 2020/21	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 Gillhespey	Councillor Jo Stewart Internal Governance	Audit
17.	TBC	Draft Financial Year 2020/21 Going Concern Assessment	This report summarises the management assessment of the Council continuing to operate as a going concern for the purposes of producing the Statement of Accounts for 2019/20.	Shannon Coleman-Slaughter	Councillor Ross Mackinnon Finance and Economic Development	Audit
18.	TBC	Draft Annual Governance Statement	To allow the committee to review the Annual Governance Statement before it is signed by the Leader and Chief Executive	Joseph Holmes	Councillor Jo Stewart Internal Governance	Audit