

Governance and Ethics Committee Forward Plan 01 February 2021 – 17 January 2022

01 February 2021						
1.	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
2.	GE3689	External Audit Fee and Plan for financial year 2021/22	To present to members the Audit Fee Letter for 2021/22 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). To provide Members with a copy of the External Audit Plan for 2021-22	Shannon Coleman-Slaughter	Councillor Jo Stewart Internal Governance	Audit
3.	EX3952	Risk Management Strategy	To set out the overarching framework for managing risk at the Council, the Council's risk appetite and latest Corporate Risk Register.	Joseph Holmes	Councillor Jo Stewart Internal Governance	Audit
4.	GE3891	Annual Audit Letter		Joseph Holmes	Councillor Ross Mackinnon Finance and Economic Development	Audit
5.	GE3892	Preparation for 2020-21 Financial Statements	To provide Members with a copy of the audited financial statements for the financial year ended 31 March 2021	Shannon Coleman-Slaughter	Councillor Ross Mackinnon Finance and Economic Development	Audit
6.	GE3907	Strategic Risk Register Update	To provide an update on the	Catalin Bogos	Councillor Jo	Audit

		Q2 2020/21	Strategic Risk Register as at Q2 of 2020/21.		Stewart Internal Governance	
7.	GE3955	Local Code of Corporate Governance	To adopt the Code.	Joseph Holmes	Councillor Jo Stewart Internal Governance	Audit
8.	GE3986	Update on Progress with Constitution Review	To provide the Governance and Ethics Committee with an update on progress being made with the review of the Constitution.	Sarah Clarke	Councillor Jo Stewart Internal Governance	Audit
9.	GE3897	Lessons Learnt from the Local Authority Financial Reporting and External Audit: Independent Review	To consider any implications for the Council arising from the Independent review by Sir Tony Redmond into the effectiveness of external audit and transparency of financial reporting in local authorities.	Joseph Holmes	Councillor Ross Mackinnon Finance and Economic Development	Audit
19 April 2021						
10.	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
11.	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
14 June 2021 (provisional)						
12.	TBC	Risk Register Update Q4 2020/21	To provide an update on the Strategic Risk Register as at Q4 of 2020/21.	Catalin Bogos	Councillor Jo Stewart Internal Governance	Audit
26 July 2021 (provisional)						

13.	GE3820	Draft Financial Statements Highlight Report including Directors Narrative Statement and Going Concern Assessment 2020/21	To present the draft West Berkshire Council Financial Statements 2020/21.	Shannon Coleman-Slaughter	Councillor Ross Mackinnon Finance and Economic Development	Audit
14.	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
15.	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
16.	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
27 September 2021 (provisional)						
17.						
18.						
15 November 2021 (provisional)						
19.						
17 January 2022 (provisional)						
20.						
21.						