

REPORT TITLE: AUDIT AND GOVERNANCE COMMITTEE WORK PROGRAMME
2019/20

13 JUNE 2019

REPORT OF PORTFOLIO HOLDER: CLLR CUTLER – PORTFOLIO HOLDER FOR
FINANCE AND RISK

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WARD(S): ALL

PURPOSE

This report sets out the work programme for the Committee for the 2019/20
municipal year.

RECOMMENDATION:

1. That the Audit and Governance Committee Work Programme for 2019/20 be
approved.

IMPLICATIONS:1 COUNCIL STRATEGY OUTCOME

- 1.1 The setting of a work programme for the Committee for the coming municipal year supports the Council's approach to delivering efficient services.

2 FINANCIAL IMPLICATIONS

- 2.1 There are no financial implications arising from this report.

3 LEGAL AND PROCUREMENT IMPLICATIONS

- 3.1 None

4 WORKFORCE IMPLICATIONS

- 4.1 None

5 PROPERTY AND ASSET IMPLICATIONS

- 5.1 None

6 CONSULTATION AND COMMUNICATION

- 6.1 The Portfolio Holder for Finance and Risk, Chair of Audit and Governance Committee and the Head of the Southern Internal Audit Partnership have been consulted on the proposed work programme as set out in Appendix 1.

7 ENVIRONMENTAL CONSIDERATIONS

- 7.1 Not applicable

8 EQUALITY IMPACT ASSESSEMENT

- 8.1 Not applicable

9 DATA PROTECTION IMPACT ASSESSMENT

- 9.1 None

9.2 RISK MANAGEMENT

Risk	Mitigation	Opportunities
<i>Property</i>	n/a	n/a
<i>Community Support</i>	n/a	n/a
<i>Timescales</i>	n/a	Having a clear work programme allows the Committee to ensure that it and the Council meets

Risk	Mitigation	Opportunities
		its responsibilities in a timely manner (e.g. approval and publication of the accounts within statutory deadlines)
<i>Project capacity</i>	n/a	n/a
<i>Financial / VfM</i>	n/a	n/a
<i>Legal</i>	n/a	n/a
<i>Innovation</i>	n/a	n/a
<i>Reputation</i>	Ensure that the Committee is undertaking its role and fulfilling its responsibilities and function	Provides the evidence that demonstrates that the Committee is carrying out its duties and responsibilities in an open and transparent way.
<i>Other</i>	n/a	n/a

10 SUPPORTING INFORMATION:

- 10.1 The Appendix to this Report sets out the work programme for the coming municipal year for the Audit and Governance Committee.
- 10.2 The programme includes a forward look at the reports that will be presented to the Committee during the coming year supporting its purpose of providing independent assurance to members of the adequacy of the internal control environment and risk management framework.

11 OTHER OPTIONS CONSIDERED AND REJECTED

11.1 None

BACKGROUND DOCUMENTS:-

Previous Committee Reports:-

None

Other Background Documents:-

None

APPENDICES:

Appendix 1 – Audit and Governance Committee Work Programme 2019/20

Audit and Governance Committee – Work Programme 2019/20**MEETING – 13 JUNE 2019****TITLE****LEAD****EXTERNAL AUDIT**

Annual Audit Fee 2019/20

Kevin Suter – Associate Partner, Ernst and Young

REGULATORY FRAMEWORK

Governance Quarterly Update – Outturn 18/19

Joseph Holmes – Strategic Director - Resources

Audit Committee Work Programme

Joseph Holmes – Strategic Director - Resources

Annual Internal Audit Report and Opinion 2018/19

Antony Harvey – Chief Internal Auditor Southern Internal Audit Partnership

ACCOUNTSDraft Annual Financial Report 2018/19
(For information)

Joseph Holmes – Strategic Director - Resources

MEETING – 25 JULY 2019**EXTERNAL AUDIT**

Audit Results Report for the year ended 31 March 2019

Kevin Suter – Associate Partner, Ernst and Young

REGULATORY FRAMEWORK

Annual Governance Statement

Joseph Holmes – Strategic Director - Resources

Governance Quarterly Update – Q1 2019/20

Joseph Holmes – Strategic Director - Resources

Risk Management Policy 2019

Joseph Holmes – Strategic Director - Resources

Treasury Management Outturn 2018/19

Joseph Holmes – Strategic Director - Resources

ACCOUNTS

Annual Financial Report 2018/19 (for approval)

Joseph Holmes – Strategic Director - Resources

MEETING – 28 NOVEMBER 2019

EXTERNAL AUDIT

Annual Audit Letter 2018/19	Kevin Suter – Associate Partner, Ernst and Young
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REGULATORY FRAMEWORK

Governance Quarterly Update Q2 19/20	Joseph Holmes – Strategic Director - Resources
Managing Project Risks – including reputational and financial risks	Joseph Holmes – Strategic Director - Resources
Treasury Management mid-year monitoring report 2019/20	Joseph Holmes – Strategic Director - Resources

MEETING – 6 MARCH 2020

INTERNAL AUDIT

Internal Audit Plan 2020/21	Antony Harvey – Chief Internal Auditor Southern Internal Audit Partnership
Internal Audit Charter 2020/21	Antony Harvey – Chief Internal Auditor Southern Internal Audit Partnership

EXTERNAL AUDIT

Certification of Claims and Returns Annual Report 2018/19	Joseph Holmes – Strategic Director - Resources
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REGULATORY FRAMEWORK

Governance Quarterly Update Q3 2019/20	Joseph Holmes – Strategic Director - Resources
Housing Revenue Account (HRA) – Risks and Financial Viability	Richard Botham – Strategic Director – Services (Interim)
Local Code of Governance 2020	Joseph Holmes – Strategic Director - Resources

ACCOUNTS

Planning for and the audit of the 2019/20 Accounts	Joseph Holmes – Strategic Director - Resources
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