

## **Hambleton District Council**

**Report To:** Audit, Governance and Standards Committee

**Date:** 20 October 2020

**From:** Director of Finance and Commercial (s151 Officer)

**Subject:** **Audit, Governance and Standards Committee - Report Programme 2020/21**

**Portfolio Holder:** Governance  
Councillor Mrs I Sanderson

**Wards Affected:** All Wards

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### **1.0 Purpose and Background**

- 1.1 The purpose of this report is to identify those reports which the Committee wishes to receive on a structured basis.
- 1.2 The Committee usually meets four times per year and with this in mind, and based upon the work of the Committee since its inception, Annex A is a suggested programme of reports that the Committee could consider. This would not, of course, prevent the Committee from considering ad hoc reports on other matters within the terms of reference for the Committee.
- 1.3 In 2020/21, due to the Covid-19 pandemic, the first meeting of the Committee was not held. Two reports were therefore approved under the delegated decision of the Chief Executive: Statutory Auditor – Audit Plan 2020/21 and Internal Audit plan 2020/21. These reports are available on the website.

### **2.0 Risk Management**

- 2.1 There are no risks associated with approval of this report. The report will ensure that the Committee receives reports in a timely manner on those issues that are key to the Committee's terms of reference. Approval of a programme of reports is considered as best practice and will enable the work of the Committee to be spread out over the next financial year in a structured way.
- 2.2 The risk of not approving the report is that issues of relevance are not brought to the Committee's attention in a timely manner.

### **3.0 Recommendations**

- 3.1 It is recommended that Members approve the Report Programme set out at Annex A of the report.

Louise Branford-White  
Director of Finance and Commercial (s151 officer)

**Background papers:** None  
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## **Report Programme for Audit, Governance and Standards Committee 2020/21**

### **July - 1<sup>st</sup> Quarter**

No meeting held due to the covid-19 pandemic

### **October - 2<sup>nd</sup> Quarter**

1. Annual Report to Cabinet on the Committee's Activities for 2019/20
2. Annual Review of Audit and Governance Committee's Terms of Reference
3. Reporting Programme for 2020/21
4. Annual Report Code of Conduct Complaints
5. Regulation of Investigatory Powers Act 2000 – Inspection by the Investigatory Powers Commissioner's Office
6. Annual Internal Audit and Counter fraud and Anti-Corruption Report 2019/20
7. Annual Governance Statement for 2019/20
8. Statutory Audit Report on 2019/20 Audit and the Council's Financial report – Statement of Accounts 2019/20
9. Annual Review of Risk Management
10. Internal Audit Q1 Report 2020/21
11. Statutory Auditor – Quarterly Update
12. Counter Fraud Framework Update

### **January - 3<sup>rd</sup> Quarter**

1. RIPA Update and Annual Review of Policy Statement
2. Internal Audit Q2 Report 2020/21
3. Annual Review of the Audit Vision and Charter
4. Statutory Auditor – Annual Audit and Inspection Letter 2019/20
5. Statutory Auditor – Annual Grant Claims and Returns 2019/20
6. Statutory Auditor – Quarterly Update

### **March - 4<sup>th</sup> Quarter**

1. RIPA Update
2. Statutory Auditor – Audit Plan 2020/21
3. Internal Audit Q3 Report 2020/21
4. 2020/21 Internal Audit Plan
5. Reporting Programme for 2021/22
6. Review of Annual Treasury Management Strategy 2021/22
7. Review of the Capital Strategy 2021/22
8. Annual Report on Code of Conduct Complaints
9. Annual Review – Code of Conduct