

<b>Report to:</b>	Audit and Governance Committee	<b>Date of Meeting:</b>	Wednesday 7 September 2022
<b>Subject:</b>	Audit and Governance Committee - Work Programme Update Report		
<b>Report of:</b>	Executive Director of Corporate Resources and Customer Services	<b>Wards Affected:</b>	(All Wards);
<b>Portfolio:</b>	Regulatory, Compliance and Corporate Services		
<b>Is this a Key Decision:</b>	No	<b>Included in Forward Plan:</b>	No
<b>Exempt / Confidential Report:</b>	No		

### Summary:

The Audit and Governance Committee Work Programme has been developed to help ensure that all of the responsibilities of the Committee set out in the Audit and Governance Committee's Terms of Reference are discharged during the municipal year.

The 2022-2023 Work Programme was approved by Audit and Governance Committee on 16 March 2022.

This report provides an update on reports listed for submission at the meeting of the Audit and Governance Committee held on 22 June 2022 and reasons for non-submission of some of the reports listed.

It is proposed that regular quarterly update reports on adherence to the Work Programme will be added to the Work Programme for consideration by the Audit and Governance Committee.

### Recommendations:

The Committee is requested to

1. Note the Audit and Governance Committee Work Programme update on reports listed for submission to the meeting held on 22 June 2022.
2. Approve the addition to the Audit and Governance Committee Work Plan to provide quarterly update reports on adherence to the Work Programme.

### Reasons for the Recommendation:

The Chartered Institute of Public Finance and Accountancy (CIPFA) publication - "Practical Guidance for Local and Authorities and Police" recommends as good practice,

the provision of an annual Work programme to enable Audit and Governance Committees to discharge their duties in accordance with their Terms of Reference.

Adherence to the work plan ensures that the Audit and Governance Committee has a structured, consistent approach to fulfilling its responsibilities as detailed in the CIPFA guidance.

**Alternative Options Considered and Rejected:** (including any Risk Implications)

To not have a Work Programme and not update the Committee on reasons for non-submission of expected reports would lessen the effectiveness of the Audit and Governance Committee.

**What will it cost and how will it be financed?**

**(A) Revenue Costs**

None directly

**(B) Capital Costs**

None directly

**Implications of the Proposals:**

<b>Resource Implications (Financial, IT, Staffing and Assets):</b> There are no direct resource implications	
<b>Legal Implications:</b> There are no direct resource implications	
<b>Equality Implications:</b> There are no direct equality implications.	
<b>Climate Emergency Implications:</b> The recommendations within this report will	
Have a positive impact	N
Have a neutral impact	Y
Have a negative impact	N
The Author has undertaken the Climate Emergency training for report authors	Y
This report provides an update on reports to be provided to the Audit and Governance Committee in June 2022 as set in the Work Programme and as such does not have any climate emergency implications.	

## Contribution to the Council's Core Purpose:

Protect the most vulnerable: N/A
Facilitate confident and resilient communities: N/A
Commission, broker and provide core services: Yes
Place – leadership and influencer: N/A
Drivers of change and reform: Yes
Facilitate sustainable economic prosperity: N/A
Greater income for social investment: N/A
Cleaner Greener: N/A

## What consultations have taken place on the proposals and when?

### (A) Internal Consultations

The Executive Director of Corporate Resources and Customer Services (FD..6929/22....) and the Chief Legal and Democratic Officer (LD..5129/22...) have been consulted and any comments have been incorporated into the report.

### (B) External Consultations

None

## Implementation Date for the Decision

Immediately following the Committee meeting.

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## Appendices:

Appendix 1 - Update on Reports listed in the Audit and Governance Work Programme for consideration by Audit and Governance Committee held on 22 June 2022

## Background Papers:

CIPFA – Audit Committees – Practical Guidance for Local Authorities and Police 2018 Edition can be viewed at the following link:

[smbc-modgov03/ecCatDisplay.aspx?sch=doc&cat=14000&path=0](http://smbc-modgov03/ecCatDisplay.aspx?sch=doc&cat=14000&path=0)

## **1. Introduction/Background**

The Work Programme for each Municipal Year is an important element in planning the year ahead as being closely aligned with the Terms of Reference, it ensures that the Committee has a structured, consistent approach to fulfilling its responsibilities within the Terms of Reference and helps to ensure the effectiveness of the Audit and Governance Committee. It is also important to note that a degree of flexibility is applied in order that any ad hoc / urgent reports may be considered by the Committee as and when required.

## **2. Work Programme Update – June 2022**

- 2.1 It is good practice to provide the Audit and Governance Committee with regular updates on reports listed in the Work Programme for consideration at each of its quarterly meetings.
- 2.2 Appendix 1 lists the reports listed for consideration at the meeting of the Audit and Governance Committee held on 22 June 2022 and the reasons for non-submission of some of the reports listed.
- 2.3 It is proposed that update reports on adherence to the Work Programme will be provided to each of the quarterly meetings of the Audit and Governance Committee throughout the municipal year.