

## APPENDIX 1

### Update on Reports listed in the Audit and Governance Work Programme for consideration by Audit and Governance Committee held on 7 September 2022

	Report Title	Inclusion Rationale	Details	Comments/ Reason for delay
	<b>Governance Reports</b>			
(1)	Annual Report of the Audit and Governance Committee 2021-2022	Terms of Reference	Submitted and approved	Recommended to Council for approval
(2)	Review of the Members Code of Conduct	Terms of Reference	Submitted and approved	
(3)	Review Audit and Corporate Governance Committee training requirements	Good Practice	Moved to March 2023	To enable the current training programme to run for a full municipal year following approval on 16 March 2022. The training programme for future years will also be informed by and closely tie-in with the self-assessment process.
(4)	Review the Annual Governance Statement	Terms of Reference	Delayed	Will be incorporated in the 2021-22 Audited Statement of Accounts report which is delayed pending the completion of the external audit. At this stage likely to be in Q4 2022/23.
	<b>Internal Audit Reports</b>			
(5)	Performance update on Risk and Audit Team including: <ul style="list-style-type: none"> <li>• Audit Team</li> <li>• Health and Safety</li> <li>• Counter Fraud</li> <li>• Insurance and other risk areas such as Business Continuity</li> </ul>	Terms of Reference	Submitted and approved	Quarterly update provided to Members
(6)	Provide a regular report on health and	Terms of	Submitted and	Quarterly update – incorporated in the Audit

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	safety	Reference	approved	and Risk Performance Update report
	<b>Risk Management Reports</b>			
(7)	Review of the Quarterly Corporate Risk Register	Terms of Reference	Submitted and approved	Quarterly update provided to Members
	<b>Monitor Role</b>			
(8)	Reporting of the anti- fraud, bribery and corruption strategy	Terms of Reference	Submitted and approved	Quarterly update – incorporated in the Audit and Risk Performance Update report
	<b>Accounts, Financial Statements &amp; Treasury Management reports</b>			
(9)	Treasury Management Outturn	Terms of Reference	Submitted and approved	(9) and (10) Combined report
(10)	Treasury Management In-Year Position	Terms of Reference	Submitted and approved	
(11)	Write-offs of debt above £10,000 (if required)	Terms of Reference	Not submitted	Not required
(12)	Draft Statement of Accounts 2021-2022	Terms of Reference	Report noted	Also agreed that a presentation on the key risks relating to Children’s Social Care will be provided to March 2023 Audit and Governance Committee as part of the Quarterly Risk Register Review Report.

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	<b>Ad hoc Reports (not on Work Programme)</b>			
(13)	Issuing of Press Releases		Recommendations <b>not approved.</b>	Arising from Minute no. 9 of the previous meeting held on 22/06/22 when a request had been made for elected Members to be given 48 hours advance notice of press releases. Resolved that further consideration be given to the process for provision of advance notice of press releases to Councillors.
(14)	Southport Theatre and Conventions Centre Disposal of Fixtures and Fittings update		Recommendations approved	Approval given for the disposal of the grand piano - also that unsold useable fridges, freezers, office furniture and equipment be donated to food banks and other local charities
(15)	Procurement – National Procurement Policy, Contract Procedure Rules and Internal Processes	Terms of Reference	Recommendations approved	