

Governance and Audit Committee

Item
14

22 November 2022

Report of	Assistant Director Corporate and Improvement Services	Author	Matthew Evans ☎ ext. 8006
Title	Work Programme 2022-2023		
Wards affected	Not applicable		

1. Executive Summary

1.1 This report sets out the current Work Programme 2022-2023 for the Governance and Audit Committee. This provides details of the reports that are scheduled for each meeting during the municipal year.

1.2 Members will note the additional meeting which has been scheduled for 7 December 2022. Although it had been agreed that the Committee would consider a Capital Monitoring report covering Quarter 2 of this financial year, this report was actually considered by the Committee at its meeting of 18 October 2022. The overview on the Council's Procurement Policy will also be presented to the scheduled meeting on 7 December.

2. Recommended Decision

2.1 The Committee is asked to note the contents of the Work Programme for 2022-2023.

3. Reason for Recommended Decision

3.1 The Work Programme of this Committee is kept under review throughout the municipal year to ensure that business is progressed and Members have the opportunity to review upcoming agenda items.

4. Alternative Options

4.1 This function forms part of the Committee's Terms of Reference and, as such, no alternative options are presented.

5. Background Information

5.1 The Governance and Audit Committee deals with the approval of the Council's Statement of Accounts, audit, other miscellaneous regulatory matters and standards.

5.2 The Committee's Work Programme will evolve as the Municipal Year progresses and items of business are commenced and concluded. At each

meeting the opportunity is taken for the Work Programme to be reviewed and, if necessary, amended according to current circumstances.

6. Standard References

- 6.1 There are no particular references to publicity or consultation considerations; or financial; equality, diversity and human rights; community safety; health and safety, environmental and sustainability implications or risk management implications.

7. Strategic Plan References

- 7.1 Governance is integral to the delivery of the Strategic Plan's priorities and direction for the Borough as set out under the four themes of growth, responsibility, opportunity and wellbeing.
- 7.2 The Council recognises that effective local government relies on establishing and maintaining the public's confidence, and that setting high standards of self-governance provides a clear and demonstrable lead. Effective governance underpins the implementation and application of all aspects of the Council's work.

WORK PROGRAMME 2022-23

Governance and Audit Committee
Meeting date / Agenda items -
Governance and Audit Committee - 21 June 2022
<ol style="list-style-type: none">1. Year End Internal Audit Assurance Report 2021/20222. <u>Review of the Governance Framework and Draft Annual Governance Statement</u>
Governance and Audit Committee - 26 July 2022

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| <ol style="list-style-type: none">1. Local Government Association Model Code of Conduct for Councillors2. 2021/2022 Revenue Outturn3. 2021/2022 Year End Review of Risk Management |
| Governance and Audit Committee - 6 September 2022 |
| <ol style="list-style-type: none">1. Colchester Borough Homes Annual Report and Governance Statement2. Revenue Monitoring Report – April to June 2022/233. Capital Expenditure 2021/2022 Outturn |
| Governance and Audit Committee - 18 October 2022 |
| <ol style="list-style-type: none">1. Local Government and Social Care Ombudsman Annual Review 2021/20222. Health and Safety Policy and Annual Report3. Treasury Management Report 2021/20224. 2022/23 Capital Monitor Q1 and Q2 |
| Governance and Audit Committee – 22 November 2022 |
| <ol style="list-style-type: none">1. Review of the Council's Ethical Governance Policies2. Annual Review of the Members' Code of Conduct and the Council's Localism Act "Arrangements"3. Guidance for Members on Dispensations4. Review of Local Code of Corporate Governance5. Review of Member/Officer Protocol6. Gifts and Hospitality – Review of Guidance for Councillors and Policy for Employees7. Colchester Commercial Holdings Limited – Annual Report |
| Governance and Audit Committee – 7 December 2022 |

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| <ol style="list-style-type: none">1. Revenue Monitoring Report – July to September 2022/232.2. Treasury Management – Half Yearly Update3. Overview of the Council's Procurement Policy |
| Governance and Audit Committee - 17 January 2023 |
| <ol style="list-style-type: none">1. Interim Review of the Annual Governance Statement Action Plan2. Risk Management Progress Report3. Mid-Year Internal Audit Assurance Report 2022/20234. CCHL Half-Year Performance Report5. <u>Annual Review of the Council's Companies' Business Plans</u>6. Annual Review of Business Continuity |
| Governance and Audit Committee - 7 March 2023 |
| <ol style="list-style-type: none">1. Internal Audit Plan 2023/20242. Revenue Monitoring Report – October to December 2022/20233. Capital Monitoring Report – October to December 2022/2023 |