

## AUDIT AND GOVERNANCE COMMITTEE WORK PROGRAMME 2021/22 – 22/23

Meeting Date 2021/22	Item	COMMENTS
11 <sup>th</sup> March 2022		
South Cambs District Council	Combined Authority Board Update	Standing item on the agenda when a chief officer or by agreement once a year the Mayor for the Combined Authority provides an update on the activities for the authority.
	Minutes of the previous meeting	Standing item on the agenda for the committee to agree the minutes from the last meeting.
	Terms of Reference for the Climate Change Working group	Terms of reference for the Climate Change Working group to be brought to the committee for consideration and to request that the working group advise how flooding considerations
	A&G Committee Annual Report	
	Corporate Risk Register	Standing item by request of the committee to be considered at each meeting.
	Work Programme	Standing item for the committee to consider their upcoming work programme.
	External Audit – Annual report Including guidance on accounts update	The Committee receive and approve the final audit plan prepared by the external auditors

Meeting Date 2021/22	Item	COMMENTS
	<b>Internal Audit Plan – Discussion Draft</b>	Details of audit activity for the following year.
	<b>Internal Audit Progress report</b>	
	<b>Financial Strategy Performance and Investment Strategy update</b>	The Committee receive the report asks for comments comment on the draft Treasury Management Strategy.
	<b>Assurance Framework</b>	The Assurance Framework is a set of systems, processes and protocols, which along with standing orders, financial regulations, departmental procedures, and codes of practice is linked in a hierarchy of management and financial control procedures, which clearly define the responsibilities of members and the duties of the CPCA's officers, consultants and partners. – Approved annually.
	<b>Information Governance Update</b>	Bi annual update on governance issues including FOI.
	<b>Governance Review &amp; Ways of Working Update</b>	Update from Head of Governance on governance review being undertaken.
Meeting Date	Item	Comment
<b>10<sup>th</sup> June 2022 Sand Martin House</b>	<b>Combined Authority Board Update</b>	Standing item on the agenda when a chief officer or by agreement once a year the Mayor for the Combined Authority provides an update on the activities for the authority.

Meeting Date 2021/22	Item	COMMENTS
	Minutes of the previous meeting	Standing item on the agenda for the committee to agree the minutes from the last meeting.
	Corporate Risk Register	Standing item by request of the committee to be considered at each meeting.
	Internal Audit Progress Report	
	External Audit Plan	
	Complaints Policy	
	Procurement Policy	
	Work Programme	Standing item for the committee to consider their upcoming work programme.
	Trading Companies Update	
Meeting Date	Item	Comment
29 <sup>th</sup> July 2022 Venue TBC	Combined Authority Board Update	To be provided by the Mayor for the Combined Authority
	Minutes of the previous meeting	Standing item on the agenda for the committee to agree the minutes from the last meeting.

<b>Meeting Date 2021/22</b>	<b>Item</b>	<b>COMMENTS</b>
	<b>Corporate Risk Register</b>	Standing item by request of the committee to be considered at each meeting.
	<b>Internal Audit Progress report</b>	
	<b>External Audit – Final Results</b>	
	<b>Annual Financial Statements of Accounts</b>	
	<b>Annual Governance Statement</b>	
	<b>Adult Education Budget Review</b>	Committee requested that officers attend to provide an update and respond to the comments from the Internal Auditors report which noted weaknesses in relation to the completion of all aspects of due diligence and independent review of occupancy reconciliations for grant funded providers
	<b>Work Programme</b>	
<b>30<sup>th</sup> September 2022 Venue TBC</b>		
	<b>Combined Authority Board Update</b>	Standing item on the agenda when a chief officer or by agreement once a year the Mayor for the Combined Authority provides an update on the

<b>Meeting Date 2021/22</b>	<b>Item</b>	<b>COMMENTS</b>
		activities for the authority.
	<b>Minutes</b>	Standing item on the agenda for the committee to agree the minutes from the last meeting
	<b>Corporate Risk Register</b>	Standing item by request of the committee to be considered at each meeting.
	<b>Work Programme</b>	Standing item for the committee to consider their upcoming work programme.
	<b>External Audit – Annual Audit Letter</b>	
	<b>Internal Audit Progress Report</b>	
	<b>Assurance Framework</b>	
	<b>Information Governance Update</b>	
<b>2<sup>nd</sup> December 2022 Venue TBC</b>		
	<b>Combined Authority Update</b>	
	<b>Minutes</b>	
	<b>Corporate Risk register</b>	

<b>Meeting Date 2021/22</b>	<b>Item</b>	<b>COMMENTS</b>
	<b>Internal Audit Progress Report</b>	
	<b>External Audit – Annual report</b>	
	<b>Work Programme</b>	
	<b>Review of the Constitution</b>	
	<b>Treasury Management Strategy Review</b>	
	<b>Trading Companies Update</b>	
<b>27<sup>th</sup> January 2023 Venue TBC (Reserve)</b>		
	<b>Combined Authority Board Update</b>	
	<b>Minutes</b>	
	<b>Corporate Risk register</b>	
	<b>Internal Audit Progress Report</b>	
	<b>Treasury Management Strategy Update</b>	

<b>Meeting Date</b> <b>2021/22</b>	<b>Item</b>	<b>COMMENTS</b>
<b>31<sup>st</sup> March 2023</b> <b>Venue TBC</b>		
	<b>Combined Authority Board Update</b>	
	<b>Minutes</b>	
	<b>Corporate Risk register</b>	
	<b>Internal Audit Progress Report</b>	
	<b>External Audit Plan</b>	
	<b>Information Governance Update</b>	
	<b>Assurance Framework</b>	
	<b>Treasury Management Strategy Summary</b>	
	<b>Audit Committee – Annual report</b>	