

## GENERAL PURPOSES COMMITTEE – WORK PROGRAMME 2020/21

Item	23 July 20	15 Oct 20	26 Nov 20	14 Jan 21	4 March 21	22 April 21
<b>Annual Statement of Accounts/Governance Statement</b>	Unaudited Accounts & Draft AGS 2019/20	2019/20 Final accounts Update 2019/20 Final Pension Fund Accounts	Final audited accounts & AGS ISA260 Update & Sign off of Pension Fund Accounts 2019/20	SOA – Action Plan - Verbal Update	SOA – Action Plan - Report	SOA – Action Plan - Report
<b>BDO report on Statement of Accounts</b>		LBE Audit Update Report 2019/20 & verbal update Pension Fund Audit 2019/20	LBE Audit Completion Report 2019/20 & Pension Fund Audit Completion Report 2019/20			
<b>BDO - Annual Audit &amp; Fees Letter (including audit &amp; inspection plan)</b>				LBE Fee Letter 2019/20 & Pension Fund Fee Letter 2019/20	Audit Plan 20/21 – Council main Account & Pension Audit Plan 2020/21 Annual Audit Letter 2019/20 (LBE & Pension Fund).	
<b>Draft Treasury Management Strategy Statement 2021/22</b>				Council & Borrowing		
<b>Capital Expenditure &amp; Sensitivity of Interest Rates</b>						
<b>Contract Procedure Rules – Review &amp; Waivers</b>						Contract Procedure Rules Waivers Report & Update on procurement spend
<b>Audit Committee Annual Report</b>		19/20 Annual Report.				
<b>Regulation of Investigatory Powers Act 2000 (RIPA) – incl legislative changes</b>	(if applications to consider)				Update	Update
<b>Housing Dev Approach to Identifying Risk &amp; Management</b>						Joanne Drew report
<b>Information Governance &amp;</b>					IGB Annual Performance	

<b>Document Retention</b>					Yearly update – 2020/21 & GDPR Implementation	
<b>Financial Resilience &amp; Managing the Savings</b>					Update on Financial Resilience/Managing the Savings - Finance	
<b>Universal Credit Implementation</b>						
<b>Local Authority Trading Companies</b>						Update
<b>Debt Recovery Process</b>						
<b>Brexit Risk for Local Authorities</b>						
<b>Brokerage Report - Update</b>		Report				
<b>Cyber &amp; Technology Security</b>	Report		Update			
<b>Meridian Water Update</b>						
<b>Electoral Services Update</b>			Update			
<b>Polling District Review</b>						
<b>Member Development sessions</b>						
<b>Council's Counter Fraud Strategy – items to be confirmed and allocated</b> <ul style="list-style-type: none"> <li>Counter Fraud &amp; Corruption Strategy</li> <li>Money Laundering Policy</li> </ul>	20/21 Counter Fraud Strategy & Operational Plan					Anti-money Laundering Policy & Guidance and Whistle Blowing Policy
<b>Risk Management Reviews – items to be confirmed and allocated</b> <ul style="list-style-type: none"> <li>Risk Management Strategy</li> <li>Corporate risk register update</li> <li>Departmental risk registers</li> <li>Specific risk monitoring</li> <li>Promotion of risk awareness</li> </ul>	1. Corporate Risk Register 2. 20/21 Risk Strategy & Operational Plan 3. Covid 19 – Risk Register	Corporate Risk Register Covid 19 Risk Register	Corporate Risk Register Brexit Risk Register	Corporate Risk Register	Corporate Risk Register	Corporate Risk Register
<b>BDO specific reports – items to be confirmed and allocated</b> <ul style="list-style-type: none"> <li>Accounts Audit Approach Memorandum</li> <li>Use of Resources Audit</li> <li>Grants Certification</li> <li>Data Conversion Review</li> </ul>	1. Progress Report				LBE Audit Plan 2020/21 & Pension Fund Audit	Grants and Returns Certification Report 2019/20

<ul style="list-style-type: none"> <li>• Value For Money</li> <li>• Review of Financial Resilience</li> </ul>					<b>Plan 2020/21</b>	
<b>Internal Audit &amp; Investigations – Progress Report</b> <ul style="list-style-type: none"> <li>• Update of audit plan progress</li> <li>• Key risk findings</li> <li>• Investigations undertaken</li> <li>• Sanctions &amp; prosecutions</li> <li>• Results achieved</li> <li>• Whistleblowing Policy</li> <li>• Internal Audit Plan</li> </ul>	1. Internal Audit Annual Report 19/20  2. Counter Fraud Annual Report 2019/20  3. Internal audit plan 2020/21  4. 2019/20 Annual Schools Audit Report					Draft Internal Audit Plan 2021/22  & Internal Audit Progress Report 2020/21
<b>External Audit (BDO) – Progress Report</b>						