

## AUDIT & MEMBER STANDARDS COMMITTEE WORK PROGRAMME FOR 2020/21

Item	22 July 2020	12 November 2020	3 February 2021	25 March 2021	27 April 2021	Deferred Reason
<b>FINANCE</b>						
Annual Governance Statement					√	*Deferred from April will now form part of the Statement of Accounts
Annual Treasury Management Report	√					
Mid-Year Treasury Management Report		√				
Review of Accounting Policies				√		*Deferred from March will now form part of the Statement of Accounts
Statement of Accounts		√				This will be dependent on the progress on the completion of the Statement of Accounts together with completion of the External Audit. <b>These project risks may necessitate additional meetings being scheduled in addition to those that are already planned.</b>
Treasury Management Statement and Prudential Indicators			√			
Audit & Member Standards Committee Practical Guidance			√			Only relevant if there is updates to guidance so may not be needed
CIPFA Financial Management Code		√				
<b>INTERNAL AUDIT</b>						
Chair of the Audit Committee's Annual Report to Council	*				√	*Deferred from April 2020 – See End of Work Programme
Annual Report for Internal Audit (including year-end progress report)	*				√	*Deferred from March 2020 – See End of Work Programme
Internal Audit Plan, Charter & Protocol 2020/21	*				√	*Deferred from March 2020 – See End of Work Programme
Internal Audit Progress Report		√	√		√	
Quality Assurance and Improvement Programme /Public Sector Internal Audit Standards	*					*Deferred from April 2020 – See End of Work Programme
Risk Management Update	√*	√	√		√	*Deferred from April
Counter Fraud Update Report including Counter Fraud & Corruption and Whistleblowing Policies and Anti-Money Laundering Policy		√*				*Deferred from April

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<b>LEGAL AND DEMOCRATIC</b>						
Annual report on Exceptions and Exemptions to Procedure Rules				√		Annual Review
Overview of the Council's Constitution in respect of Contract Procedure Rules					√	Annual Review
GDPR/Data Protection Policy		√				
Annual Report of the Monitoring Officer - Complaints			√			Annual Report (Allows for full year reporting)
RIPA reports policy and monitoring	*			√		*Deferred from April 2020 – See End of Work Programme Annual Report
Review of the Effectiveness of the Audit & Member Standards Committee			√			
The Rules on Confidentiality		√				
Terms of Reference						
<b>EXTERNAL AUDITOR</b>						
Audit Findings Report for Lichfield District Council 2019/2020		√				These will be dependent on the progress on the completion of the Statement of Accounts together with completion of the External Audit. <b>These project risks may necessitate additional meetings being scheduled in addition to those that are already planned.</b>
The Annual Audit Letter for Lichfield District Council		√				
Certification Work for Lichfield District Council for Year Ended 31 March 2020		√				TBC depending on when we agree the work will be performed
Planned Audit Fee 2020/21		√				
Informing the Audit Risk Assessment - Lichfield District Council	√*		√			*Deferred from March
Audit Plan for Lichfield District Council 2019/20	√*					*Deferred from March

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Item	22 July 2020	12 November 2020	3 February 2021	25 March 2021	27 April 2021	Deferred Reason
Audit Committee LDC Progress Report and Update – Year Ended 31 March 2021			√			
Audit & Member Standards Committee Training Session by Grant Thornton		√*			√	*Deferred from April
Annual Audit Fee Letter	√*					*Deferred from March

**List of reports pre-circulated to the Committee as only noting and endorsement are required, not approval**

	ITEM	MEETING DATE OF ENDORSEMENT CONFIRMATION
	<b>INTERNAL AUDIT</b>	
(1)	Chair of the Audit Committee's Annual Report to Council	<b>22 July 2020</b>
(2)	Annual Report for Internal Audit (including year-end progress report)	<b>22 July 2020</b>
(3)	Internal Audit Plan, Charter & Protocol 2020/21	<b>22 July 2020</b>
(4)	Quality Assurance and Improvement Programme/Public Sector Internal Audit Standards	<b>22 July 2020</b>
	<b>LEGAL &amp; DEMOCRATIC</b>	
(5)	RIPA Reports Policy and Monitoring	<b>22 July 2020</b>
	<b>FINANCE</b>	
(6)	Annual Governance Statement	<b>22 July 2020</b>