

# Audit and Governance Work Programme

containing Joint Audit and Governance  
Committee work to be undertaken  
JANUARY TO MARCH 2021



## What is the work programme?

The Audit and Governance Work Programme belongs to South Oxfordshire District Council's and Vale of White Horse District Council's Joint Audit and Governance Committee and sets out a schedule of work for the period shown above. It is a rolling plan, subject to change at each committee meeting; however, the councils may allocate additional work without notice.

Item title	Meeting date	Lead officer	Why is it here?	Scope	Notes
<b>Internal audit activity report - Third quarter 2020/21</b>	Joint Audit and Governance Committee 26 Jan 2021	Richard Green <a href="mailto:richard.green@southoxfordshire.gov.uk">richard.green@southoxfordshire.gov.uk</a>	The council audits its services through the internal audit service in line with the approved internal audit plan 2020/21. The report will summarise the outcomes of recent internal audit activity for the committee to consider.	The committee is asked to review the report and main issues arising and seek assurance that action has been or will be taken where necessary.	This is a recurring agenda item and is updated at each meeting.

Item title	Meeting date	Lead officer	Why is it here?	Scope	Notes
<b>Internal audit management report - Third quarter 2020/21</b>	Joint Audit and Governance Committee 26 Jan 2021	Richard Green <a href="mailto:richard.green@southandvale.gov.uk">richard.green@southandvale.gov.uk</a>	The committee monitors the effectiveness of internal audit each quarter against the approved audit plan.	To report on management issues, summarise progress against the audit plan, and summarise priorities.	This is a recurring agenda item and is updated at each meeting.
<b>Risk management</b>	Joint Audit and Governance Committee 26 Jan 2021	Yvonne Cutler-Greaves <a href="mailto:yvonne.cutlergreaves@southandvale.gov.uk">yvonne.cutlergreaves@southandvale.gov.uk</a>	The committee agreed to receive regular progress reports on the implementation of the risk management framework.	To review and comment on progress.	
<b>Health and safety</b>	Joint Audit and Governance Committee 26 Jan 2021	Sally Truman <a href="mailto:sally.truman@southandvale.gov.uk">sally.truman@southandvale.gov.uk</a>	The committee agreed to receive regular progress reports on health and safety.	To review and comment on progress.	
<b>Treasury management and investment strategy 2021/22</b>	Joint Audit and Governance Committee 26 Jan 2021	Simon Hewings <a href="mailto:simon.hewings@southandvale.gov.uk">simon.hewings@southandvale.gov.uk</a>	The committee is responsible for the scrutiny of the councils' treasury management activity and to propose a strategy to both Councils, via their Cabinets, for the management of this function in the forthcoming year.	To scrutinise the treasury management strategies and policies and if required, make recommendations for amendment to both Cabinets.	

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<b>Internal audit activity report - fourth quarter 2020/21</b>	Joint Audit and Governance Committee 15 Mar 2021	Richard Green <a href="mailto:richard.green@southandvale.gov.uk">richard.green@southandvale.gov.uk</a>	The council audits its services through the internal audit service in line with the approved internal audit plan 2020/21. The report will summarise the outcomes of recent internal audit activity for the committee to consider.	The committee is asked to review the report and the main issues arising and seek assurance that action has been or will be taken where necessary.	This is a recurring agenda item and is updated at each meeting.
<b>Internal audit management report - fourth quarter 2020/21</b>	Joint Audit and Governance Committee 15 Mar 2021	Richard Green <a href="mailto:richard.green@southandvale.gov.uk">richard.green@southandvale.gov.uk</a>	The committee monitors the effectiveness of internal audit each quarter against the approved audit plan.	To report on management issues, summarise progress against the audit plan, and summarise priorities.	This is a recurring agenda item and is updated at each meeting.
<b>Statement of accounts 2019/20</b>	Joint Audit and Governance Committee 15 Mar 2021	Simon Hewings <a href="mailto:simon.hewings@southandvale.gov.uk">simon.hewings@southandvale.gov.uk</a>	Each year the committee must approve each council's statement of accounts and ensure that they comply with the requirements of accounting practice.	The committee is asked to approve each council's statement of accounts and supporting documents for final sign-off by the committee's co-chairs and the councils' external auditor.	The requirement to approve the statement of accounts has been delayed in 2020 due to the Covid-19 pandemic.
<b>Internal audit plan 2021/22</b>	Joint Audit and Governance Committee 15 Mar 2021	Richard Green <a href="mailto:richard.green@southandvale.gov.uk">richard.green@southandvale.gov.uk</a>	The council audits its services through its internal audit service.	To approve the internal audit plan for 2021/22.	