

SUMMARY OF WORK CARRIED OUT BY THE GOVERNANCE & ETHICS COMMITTEE AGAINST ITS TERMS OF REFERENCE

May 2019	Jun 2019	Jul 2019	Sep 2019	Nov 2019	Dec 2019	Jan 2020	Mar 2020
Council-wide Governance & Ethics							
Gov & Ethics Cttee annual report							
Assurance Mapping Annual Report 2018/19				Assurance Mapping 2019/20 - update			
Local Code of Corporate Governance annual review	Review of Council Constitution – scope and timescales		Governance Action Plan update				Governance Action Plan update
Annual Governance Statement 2018/19		Member Communication & Engagement Programme			Member Communication & Engagement Programme - update		
Committee on Standards in Public Life: Local Government Ethical Standards	National Audit Office review of governance in local government						
Annual statement of accounts							
Statement of accounts: Accounting policies		Statement of Accounts 2018/19					

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Internal control & external audit							
	Follow-up of Internal Audit Reports – implementation of agreed actions	Internal Audit Update and Plan	Internal Audit structure proposals	Internal Audit Update and Plan		Follow-up of Internal Audit Reports – implementation of agreed actions	Internal Audit Update and Plan
	CIPFA Statement on the Role of the Head of Internal Audit	Head of Internal Audit Annual Report 2018/19	Internal Audit Charter – annual update	Strategic Internal Audit Plan			
External audit risk assessment			External Audit Annual Letter 2019/19		External Audit progress report		External Audit Plan - 2019/20 audit
		National Audit Office Cyber Security Guidance – progress update	National Audit Office Cloud Services Guidance	Vacant Property Management – update on changes and progress		National Audit Office Cyber Security Guidance – progress update	Objection to the accounts 2015/16 – results of external audit investigation
			Financial transparency of Local Authority maintained schools – government consultation				

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Financial Regulations and counter-fraud							
Financial regulations waivers 2018/19	Annual Fraud Report 2018/19				Counter Fraud progress report		
					Whistleblowing update		
					Regulation of Investigatory Powers Act 2000 – annual report		
Risk management							
Information Governance – Data Protection & Freedom of Information							
Information Governance Action Plan		Information Governance Improvement Programme – update		Information Governance Action Plan			Information Governance Action Plan
Legal, democratic, complaints							
Local Government Ombudsman decisions	Local Government Ombudsman decisions	Local Government Ombudsman decisions	Local Government Ombudsman decisions	Local Government Ombudsman decisions	Local Government Ombudsman decisions	Local Government Ombudsman decisions	Local Government Ombudsman decisions
						Revised corporate complaints procedure	Democratic Services staffing structure

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Conduct standards							
Review of outside bodies		Use of resources by Councillors - update		Review of Council Constitution – procedure rules for committee meetings	Council Motion regarding transparency and streaming of meetings	Use of resources by Councillors - update	
Implement revised codes of conduct							
Alleged breaches of conduct							
Issues from members' allowances							
	Resources for Education Appeals Panel Members						
Councillors' divisional funds							
	Update on use of Councillors' Divisional Funds				Update on use of Councillors' Divisional Funds		
Statutory independent member recruitment							
Appointment of independent persons – endorsement of appointments			Appointment of independent persons – endorsement of appointment				

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Training & development							
		Internal Audit – presentation by Internal Audit & Business Services Centre					
		Institute of Internal Auditors' Guidance for Audit Committees – self-assessment					