

**Audit, Governance and Standards Committee – Work Programme 2020 – 2021 - 2022**

The Work Programme has been compiled on the assumption that the usual (pre-covid) statutory timetable for the accounts will apply for 2020/21. If there are any changes to the statutory deadlines, the Work Programme may need to be revised.

**Agenda item**  
**AGS/91/20**

**6**

<b>Meeting</b>	<b>Topic</b>	<b>Author</b>	<b>Notes</b>
<b>22 March 2021</b>	<b>Internal Audit and Counter Fraud progress report</b>	Paula Clowes, Head of Assurance	
	<b>Arrangements for the closure of the 2020/2021 Accounts</b>	Nicole Wood, Executive Director, Finance and Technology and Christine Golding, Chief Accountant.	
	<b>2020/21 Audit Plans for Essex County Council and the Essex Pension Fund</b>	Nicole Wood, Executive Director, Finance and Technology	
	<b>Regulation of Investigatory Powers Act 2000 - review of activity on use of Directed Surveillance and Covert Human Intelligence Sources (CHIS)</b>	Paul Turner, Director, Legal and Assurance	
	<b>Updating of Risk Management Strategy 2017-2021</b>	Paula Clowes, Head of Assurance	Annual report
	<b>Approval of annual Internal Audit and Counter Fraud Plan</b>	Paula Clowes, Head of	

for 2021/22

Assurance

**Annual skills and knowledge self-assessment**

To determine where skills and knowledge need to be enhanced on an annual basis

Paul Turner, Director,  
Legal and Assurance

No later than this  
(March 2021)  
meeting.

Meeting	Topic	Author	Notes
7 June 2021	<b>Internal Audit and Counter Fraud Annual Report for the year ended 31 March 2021</b>	Paula Clowes, Head of Assurance	
	<b>To receive the Draft Statement of Accounts 2020/2021 and the Draft Annual Governance Statement</b>	Nicole Wood, Executive Director, Finance and Technology and Christine Golding, Chief Accountant.	
	<b>Review of Register of Gifts and Hospitality Register</b>	Paul Turner, Director, Legal and Assurance	

  

Meeting	Topic	Author	Notes
26 July 2021	<b>To Approve the Statement of Accounts 2020/2021 and the Annual Governance Statement</b>	Nicole Wood, Executive Director, Finance and Technology and Christine Golding, Chief	

**2020/2021 Audit Completion Report for the Essex Pension Fund (from external auditor)**

Accountant.

Nicole Wood, Executive Director, Finance and Technology and Christine Golding, Chief Accountant.

Annual report

**2020/2021 Audit Completion Report for Essex County Council (from external auditor)**

Nicole Wood, Executive Director, Finance and Technology and Christine Golding, Chief Accountant.

Annual report

**Internal Audit and Counter Fraud progress report**

Paula Clowes, Head of Assurance

Meeting	Topic	Author	Notes
27 September 2021	Internal Audit and Counter Fraud progress report	Paula Clowes, Head of Assurance	
	<b>Annual Audit Letter – 2020/21</b> To formally present the External Auditor's Annual Audit Letter for the year ending 31 March 2021	From external auditors	Annual report

**Updating of Risk Management Strategy 2017-2021**

Paula Clowes, Head of Assurance

Annual report

**Annual report on the work of the AGS committee**

Paul Turner, Director, Legal and Assurance

To thereafter be reported to Council in October 2021

Meeting	Topic	Author	Notes
15 November 2021	Internal Audit and Counter Fraud progress report	Paula Clowes, Head of Assurance	

  

Meeting	Topic	Author	Notes
17 January 2022	Internal Audit and Counter Fraud progress report	Paula Clowes, Head of Assurance	