

COMMITTEE ANNUAL WORK PROGRAMME 2020/21

GOVERNANCE & PERFORMANCE WORKING GROUP

Terms of Reference Area	7Sep 2020	9 Nov 2020	22 Feb 2021	24 May 2021	Supporting Information
Audit Activity					
Scrutinise recommendations of external audit reports	X	X	X	X	<ul style="list-style-type: none"> • Quarterly progress reports • Annual audit and inspection letter
Review internal audit activity (actual and proposed) to ensure it provides the required level of assurance and recommend the annual internal audit plan to FRA				X	
Monitor progress of significant audit corrective actions		X		X	
Governance & Risk Management Framework					
Oversee information for the production of the AGS	X	X	X	X	
Possible areas for scrutiny reviews: <ul style="list-style-type: none"> • Collaboration • HMICFRS Inspections • Actions on HMICFRS Recommendations • HR/Payroll System • Review of DFRS Contracts • Workforce Planning • Covid-19 Recovery • Corporate Risk 					As directed, ensuring Members engage in the scrutiny process. Consider use of criteria to determine need

Annual report and opinion from Internal Audit				X	To support the preparation of the AGS
Independent evaluation of Internal Audit				X	
Review of the IRMP including community, corporate and portfolio risks	X	X	X	X	Report using the Performance Management Dashboard – a web-based application that reports on real time performance.
Scrutiny Functions					
Scrutinise relevant performance management information	X	X	X	X	Supported by the Performance Management Dashboard – a web-based application that reports on real time performance.
Accounts					
Scrutinise and review the Annual Statement of Accounts	X				
Areas to be reported as appropriate					
<ul style="list-style-type: none"> • Review issues arising from external audit reports as appropriate • Treasurer updates as required 					