



**St Helena
Government**

BRIEFING NOTE FOR THE ECONOMIC DEVELOPMENT COMMITTEE

INTERNAL AUDIT REPORT: GOVERNANCE REVIEW – ECONOMIC DEVELOPMENT COMMITTEE (EDC)

During the latter part of 2019, Internal Audit carried out a Governance review of the five Council Committees as part of the Internal Audit Work Plan approved by the Audit and Risk Committee. A copy of the Internal Audit Report on EDC Governance is attached.

Most of the recommendations contained in the report were also relevant to the other four Council Committees. All recommendations were therefore discussed at a meeting of the Chairpersons' Assembly held on 4 February 2020 when, save for ENRC Secretary, Committee Secretaries were also present, along with the Attorney General.

Progress as to implementation of these recommendations is shown on the attached matrix – Annex A. Worthy of note is the creation of a check list for Council Committee Secretaries to use for each Committee meeting – (see Annex B) and the development of a self -assessment form for each Committee to undertake a self- assessment (see Annex C) on an annual basis.

A handwritten signature in black ink that reads "G. Francis".

Gillian Francis
Deputy Chief Secretary
20 July 2020