

Audit and Governance Committee

4 December 2019

Report of the Corporate Finance and Commercial Procurement Manager
(Interim S151 officer)

Audit & Governance Committee Forward Plan to September 2020

Summary

1. This paper presents the future plan of reports expected to be presented to the Committee during the forthcoming year to September 2020.

Background

2. There are to be six fixed meetings of the Committee in a municipal year. To assist members in their work, attached as an annex is the indicative rolling forward plan for meetings up to September 2020. This may be subject to change depending on key internal control and governance developments at the time. A rolling forward plan of the Committee will be reported at every meeting reflecting any known changes.
3. A number of amendments have been made to the forward plan since the last version was presented to the Committee in September. A report on the project management of corporate projects, and a report on Minutes for Council meetings have both been added to the Agenda for the next meeting in February.
4. An additional meeting has been added to the forward plan in March to allow Members sufficient time to consider the review of the constitution.

Consultation

5. The forward plan is subject to discussion by members at each meeting, has been discussed with the Chair of the Committee and key corporate officers.

Options

6. Not relevant for the purpose of the report.

Analysis

7. Not relevant for the purpose of the report.

Council Plan

8. This report contributes to the overall effectiveness of the council's governance and assurance arrangements contributing to an 'Effective Organisation'.

Implications

9.
 - (a) **Financial** - There are no implications
 - (b) **Human Resources (HR)** - There are no implications
 - (c) **Equalities** - There are no implications
 - (d) **Legal** - There are no implications
 - (e) **Crime and Disorder** - There are no implications
 - (f) **Information Technology (IT)** - There are no implications
 - (g) **Property** - There are no implications

Risk Management

10. By not complying with the requirements of this report, the council will fail to have in place adequate scrutiny of its internal control environment and governance arrangements, and it will also fail to properly comply with legislative and best practice requirements.

Recommendations

11.
 - (a) The Committee's forward plan for the period up to September 2020 be noted.

Reason

To ensure the Committee receives regular reports in accordance with the functions of an effective audit committee.

- (b) Members identify any further items they wish to add to the Forward Plan.

Reason

To ensure the Committee can seek assurances on any aspect of the council's internal control environment in accordance with its roles and responsibilities.

Contact Details

Author:

Emma Audrain
Technical Accountant
Corporate Services
Telephone: 01904 551170

Chief Officer Responsible for the report:

Debbie Mitchell
Corporate Finance & Commercial
Procurement Manager
(Interim S151 officer)
Telephone: 01904 551100

**Report
Approved**



Date

Specialist Implications Officers

None

Wards Affected: Not applicable

All

For further information please contact the author of the report

Background Papers:

None

Annex

Audit & Governance Committee Forward Plan to September 2020