

Audit and Governance Committee

7th December 2016

Report of the Deputy Chief Executive/Director of Customer & Corporate Services

Audit & Governance Committee Forward Plan to September 2017

Summary

1. This paper presents the future plan of reports expected to be presented to the Committee during the forthcoming year to September 2017.

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 to September 2017. 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 2017. An Information Governance update report has been added to the agenda for July 2017.
4. In response to Members' comments regarding the size of the agenda for December, an additional meeting has been arranged for 20th December and the agenda split in consultation with the Chair of the Committee and relevant officers.
5. At the last meeting Members asked for a number of additional reports to be brought to the Committee:
 - a. A report on the progress of implementing actions arising from the internal audit report on health & safety has been presented to the Committee at this meeting.

- b. A Project Management Quarterly update report will be brought to the meeting on 20th December

Consultation

6. 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

7. Not relevant for the purpose of the report.

Analysis

8. Not relevant for the purpose of the report.

Council Plan

9. This report contributes to the overall effectiveness of the council's governance and assurance arrangements.

Implications

10.
 - (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

11. 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

12.

- (a) The Committee's Forward Plan for the period up to September 2017 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

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**Report
Approved**



Date 07/12/2016

Specialist Implications Officers

Head of Civic, Democratic & Legal Services

Wards Affected: Not applicable

For further information please contact the author of the report

Background Papers: None

Annex: Audit & Governance Committee Forward Plan to September 2017