

Audit & Governance Committee Forward Plan to February 2018

Summary

1. This paper presents the future plan of reports expected to be presented to the Committee during the forthcoming year to February 2018.

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 February 2018. 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. No amendments have been made to the forward plan since the last version was presented to the Committee on 5th April.
4. At the last meeting a request was made for the Committee to receive the Social Media policy, and the Media Protocol. This request referred to these items being referenced within the Risk Strategy. Whilst the Committee have broad terms of reference regarding reviewing matters of information, risk, and protocols, it does not have decision making powers regarding the media policy/protocols. Therefore any report could only be for information. The documents themselves are formally agreed by officers in consultation with the Executive, and this is anticipated to happen in the next few weeks. In addition the documents will be discussed at a Group Leaders meeting to allow all parties to input. In view of this, Members of the Committee are asked to determine whether they still wish to receive the documents at a future meeting. If they do, whether they wish to consider as part of the

risk strategy reports, or an individual item, noting the limitations on the Committee role in terms of decision making

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.

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 February 2018 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:

Ian Floyd
Director of Customer & Corporate
Services
Telephone: 01904 551100

**Report
Approved**



Date 03/05/2017

Specialist Implications Officers

Head of Civic, Democratic & Legal Services

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 February 2018