

Report of the Director of CBSS (Portfolio of the Leader of the Council)

Audit & Governance Committee Forward Plan to July 2016

Summary

1. This paper presents the future plan of reports expected to be presented to the Committee during the forthcoming year to July 2016.

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 2016. 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 previous version was presented to the Committee in September 2015.
4. Quarterly Project Management Update reports have been added to the Forward Plan so Members will be presented with update reports in February, June and September.
5. Two further reports have been added to the agenda for February's meeting – an Information Security Update report and a report providing an update on the Absence Management Process.
6. The quarterly risk report has also been deferred from December to the next meeting in February.

Consultation

7. 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

8. Not relevant for the purpose of the report.

Analysis

9. Not relevant for the purpose of the report.

Council Plan

10. This report contributes to the overall effectiveness of the council's governance and assurance arrangements contributing to the Council Plan priority – A Council that listens to residents – to be a more responsive and flexible council that puts residents first and meets its statutory obligations.

Implications

11.
 - (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

12. 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

13.

- (a) The Committee's Forward Plan for the period up to September 2016 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 09/12/2015

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 September 2016