

## **Audit & Governance Committee Forward Plan to February 2017**

### **Summary**

1. This paper presents the future plan of reports expected to be presented to the Committee during the forthcoming year to February 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 February 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 previous version was presented to the Committee in February 2016.
4. At the request of Members, due to the large number of items on the Agenda for the April meeting, the Agenda has been split, and an additional meeting has been convened on 10<sup>th</sup> May to cover the remaining items as detailed in the accompanying Annex.
5. At the previous meeting Members asked for a number of reports to be added to the Forward plan. Consequently three reports have been added to the May Agenda
  - a. Report on the process of implementing/actioning council motions

- b. Report on the terms of reference of the Group Leaders meeting and its role in Local Democracy
- c. Review of Constitution

Two reports have also been added to the June meeting:

- a. Report on the process of Report on the Review of Contract Procedure Rules
- b. Report on the Transparency code 2015

### **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 contributing to an 'Effective Organisation'.

### **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 February 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**



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## 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 2017