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## **Audit and Governance Committee**

15 February 2009

Report of the Director of Resources

### **Audit & Governance Committee Forward Plan to December 2010**

#### **Summary**

1. This paper presents the future plan of reports expected to be presented to the Committee to December 2010. The plan now includes any training/briefing events to support members in their role on the Committee.

#### **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 the remaining meetings to December 2010. 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. Changes agreed with the Chair of the Committee are:
  - A 'taster training session' to inform more detailed training sessions was to be held immediately before this committee, however given the addition of four reports to the agenda, this has been deferred. Revised arrangements will be outlined by officers at the meeting.
  - The Internal Audit and Fraud Update will be deferred until April 2010, given the Committee had only recently received a report in December 2009 and they will need a comprehensive report in April to inform their view of the Draft Annual Governance Statement.

#### **Consultation**

4. 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**

5. Not relevant for the purpose of the report.

## **Analysis**

6. Not relevant for the purpose of the report.

## **Corporate Priorities**

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

## **Implications**

8.
  - (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**

9. 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, it will also fail to properly comply with legislative and best practice requirements, and its Use of Resources score in future CAA assessments could be adversely affected.

## **Recommendations**

10.
  - (a) The Committee's Forward Plan for the period up to December 2010 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 1<sup>st</sup> December 2010

### 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

### Annexes

Audit & Governance Committee Forward Plan to December 2010