

CORPORATE GOVERNANCE & FINANCE COMMITTEE

LEAD OFFICER(S): Linda Grinnell, Head of Finance

ANNUAL AGENDA PLAN

DEMOCRATIC SERVICES OFFICER: Tracy Couper

Meeting on: Monday 21 July 2014 4.30pm			Meeting on: Monday 21 July 2014 4.30pm (continued)			Meeting on: Thursday 25 September 2014 4.30pm		
Agenda Planning meeting: 26 June 2014 3pm			Agenda Planning meeting: 26 June 2014 3pm			Agenda Planning meeting: Friday 5 September 2014 10am Committee Room 3		
Pre-meeting briefing:			Pre-meeting briefing:			Pre-meeting briefing:		
Deadline for reports/dispatch:	4pm Wednesday 9 July 2014	Friday 11 July 2014	Deadline for reports/dispatch:	4pm Wednesday 9 July 2014	Friday 11 July 2014	Deadline for reports/dispatch:	4pm Monday 15 September 2014	Wednesday 17 September 2014
<ul style="list-style-type: none"> Chairman's Announcements <i>Amounts Written-Off as Irrecoverable</i> <i>Action taken by the Chief Executive on the Grounds of Urgency</i> Representation on Outside Bodies – Annual Reports Internal Audit Annual Report Effectiveness of Internal Audit Corporate Governance & Finance Hearings Sub-Committee/Panel External Audit Sector Update External Audit Progress Report Financial Outturn Report 2013/14 Service Delivery Planning Methodology 			<ul style="list-style-type: none"> External Audit Annual Audit and Inspection Fee Letter Community Right to Challenge Appointment of Service Delivery Champions Committee Terms of Reference Audit Commission Fraud Briefing 2012/13 LEP Update 			<ul style="list-style-type: none"> Annual Financial Report 2013/14 Annual Governance Statement External Audit Annual Governance Report Treasury Operations Annual Performance Review <i>Action taken by the Ch Ex on the Grounds of Urgency</i> Budget Monitoring Report Corporate & Operational Risk Review Quarter 1 Capital Grant Fund Anti-Fraud and Corruption Policy CLT Support Programme 2015/16 Corporate Priorities 2014/15 Progress Report 		
Chair PDSO PDSO PDSO Principal Auditor Principal Auditor P Solicitor H of F H of F H of F ChEx/Jo Brooks			H of F Julie Cornwell Ch Ex P Solicitor Principal Auditor Darren Hill			H of F Principal Auditor H of F H of F PDSO H of F ChEx/Principal Auditor Julie Cornwell Principal Auditor Karen Freya ChEx		

[Notes: 1. Agenda items which are likely to be “urgent” and therefore not subject to call-in are marked *

2. Agenda items in italics are provisional items/possible items for future meetings]

[UPDATED: 13/12/14]

CORPORATE GOVERNANCE & FINANCE COMMITTEE

LEAD OFFICER(S): Linda Grinnell, Head of Finance

ANNUAL AGENDA PLAN

DEMOCRATIC SERVICES OFFICER: Tracy Couper

Meeting on: Thursday 25 September 2014 4.30pm (continued)			Meeting on: Thursday 6 November 2014 4.30pm			Meeting on: Thursday 4 December 2014 4.30pm		
Agenda Planning meeting:			Agenda Planning meeting:			Agenda Planning meeting:		
Friday 5 September 2014 10am Committee Room 3						Tuesday 11 November 2014 10am Committee Room 2		
Pre-meeting briefing:			Pre-meeting briefing:			Pre-meeting briefing:		
Deadline for reports/dispatch:			Deadline for reports/dispatch:			Deadline for reports/dispatch:		
4pm Monday 15 September 2014			4pm Monday 27 October 2014			4pm Monday 24 November 2014		
Wednesday 17 September 2014			Wednesday 29 October 2014			Wednesday 26 November 2014		
<ul style="list-style-type: none"> Forward Agenda Plan 			<ul style="list-style-type: none"> Draft Service Delivery Plans: <ul style="list-style-type: none"> Democratic Services Economic Development Infrastructure Strategic Housing Strategic Planning RIPA Policy - amendments following CCTV transfer to City/ Code changes Review of Corporate Enforcement Protocol Development of a new District-Wide Indoor Leisure Centre Facility Downham Road, Ely [Exempt item] Sub-Regional Homelink Scheme Contract Forward Agenda Plan Section 106 & CIL: Income and Expenditure Update External Audit Annual Audit Letter Littleport Leisure Centre [Exempt item] 			<ul style="list-style-type: none"> Chairman's Announcements <i>Action taken by the Chief Executive on the Grounds of Urgency</i> External Audit Sector Update Fraud Update Report Internal Audit Plan – 6 Month Progress Report Localised Council Tax Support Scheme Treasury Operations Mid Year Report Council Tax Base Review of Whistleblowing Policy Budget Monitoring Report Strategic Planning Service Level Agreement (SLA) Peterborough City Council 2015/16 Forward Agenda Plan 		
PDSO			Jo Brooks P Solicitor Senior Legal Assistant H of F Karen Freya PDSO Emma Grima H of F Ch Ex			Chair PDSO H of F Principal Auditor Principal Auditor H of F H of F P Solicitor H of F Ch Ex PDSO		

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LEAD OFFICER(S): Linda Grinnell, Head of Finance

ANNUAL AGENDA PLAN

DEMOCRATIC SERVICES OFFICER: Tracy Couper

Meeting on: Thursday 4 December 2014 (continued) 4.30pm			Meeting on: Thursday 29 January 2015 4.30pm			Meeting on: Thursday 29 January 2015 4.30pm (continued)		
Agenda Planning meeting: Tuesday 11 November 2014 10am Committee Room 2			Agenda Planning meeting:			Agenda Planning meeting:		
Pre-meeting briefing:			Pre-meeting briefing:			Pre-meeting briefing:		
Deadline for reports/dispatch:	4pm Monday 24 November 2014	Wednesday 26 November 2014	Deadline for reports/dispatch:	4pm Monday 19 January 2015	Wednesday 21 January 2015	Deadline for reports/dispatch:	4pm Monday 19 January 2015	Wednesday 21 January 2015
<ul style="list-style-type: none"> 			<ul style="list-style-type: none"> Chairman's Announcements <i>Action taken by the Chief Executive on the Grounds of Urgency</i> 2015/16 Revenue Budget and Capital Programme Annual Treasury Management Strategy/MRP/AIS Budget Monitoring Report Medium Term Financial Strategy and Corporate Priorities/Key Performance Indicators Business Rates Forecast 2015/16 External Audit – Annual Certification Report 2013/14 Development of a new District-Wide Indoor Leisure Centre – Financial Implications Littleport Leisure Centre??? Forward Agenda Plan 			<ul style="list-style-type: none"> 		
			Chair PDSO Fin Services Manager Fin Services Manager Fin Services Manager Ch Ex/ Fin Services Manager Fin Services Manager Fin Services Manager Fin Services Manager Ch Ex PDSO					

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CORPORATE GOVERNANCE & FINANCE COMMITTEE**LEAD OFFICER(S): Linda Grinnell, Head of Finance****ANNUAL AGENDA PLAN****DEMOCRATIC SERVICES OFFICER: Tracy Couper**

Meeting on: Thursday 26 March 2015 4.30pm			Meeting on: Thursday 26 March 2015 4.30pm (continued)			Meeting on:		
Agenda Planning meeting:			Agenda Planning meeting:			Agenda Planning meeting:		
Pre-meeting briefing:			Pre-meeting briefing:			Pre-meeting briefing:		
Deadline for reports/dispatch:	4pm Monday 16 March 2015	Wednesday 18 March 2015	Deadline for reports/dispatch:	4pm Monday 16 March 2015	Wednesday 18 March 2015	Deadline for reports/dispatch:		
<ul style="list-style-type: none"> Chairman's Announcements <i>Action taken by the Chief Executive on the Grounds of Urgency</i> Internal Audit Charter and Work Plan 2015/16 External Audit Annual Audit and Inspection Plan External Audit – Audit Progress report Local Investment Plan (LIP)?? Revise Risk Management Strategy Forward Agenda Plan 			<ul style="list-style-type: none"> 			<ul style="list-style-type: none"> 		
Chair								
PDSO								
Principal Auditor								
Fin Services Manager								
Fin Services Manager								
Karen Freya								
Principal Auditor								
PDSO								

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