

**CORPORATE GOVERNANCE & FINANCE COMMITTEE**  
**ANNUAL AGENDA PLAN**

Agenda Item 10

LEAD OFFICER(S): Richard Quayle, Director Support Services

DEMOCRATIC SERVICES OFFICER: Tracy Couper

Meeting on: Thursday 5 November 2015 4.30pm		Thursday 3 December 2015 4.30pm		Meeting on: Thursday 28 January 2016 4.30pm				
Agenda Planning meeting: Thursday 22 October 2015 3.30pm Committee Room 2		Agenda Planning meeting:		Agenda Planning meeting:				
Pre-meeting briefing:		Pre-meeting briefing:		Pre-meeting briefing:				
Deadline for reports/dispatch:	4pm Monday 26 October 2015	Wednesday 28 October 2015	Deadline for reports/dispatch:	4pm Monday 23 November 2015	Wednesday 25 November 2015			
<ul style="list-style-type: none"> <li>Chairman's Announcements</li> <li>Presentation - Enterprise East Cambridgeshire Web Platform</li> <li>Draft Service Delivery Plans: - Infrastructure &amp; Strategic Housing</li> <li>External Audit Annual Audit Letter</li> <li>Fraud Update Report</li> <li><i>Action taken by the Chief Executive on the Grounds of Urgency</i></li> <li>Forward Agenda Plan</li> </ul>		Chair Business Development Manager  Sally Bonnett  External Audit  Principal Auditor  PDSO  PDSO	<ul style="list-style-type: none"> <li>Chairman's Announcements</li> <li>External Audit Sector Update</li> <li>Internal Audit Plan – 6 Month Progress Report</li> <li>Localised Council Tax Support Scheme</li> <li>Council Tax Base</li> <li>Treasury Operations Mid Year Report</li> <li>Budget Monitoring Report</li> <li>Angel Drove Commuter Car Park – Funding Strategy???</li> <li>Corporate &amp; Operational Risk Register Monitoring Report</li> <li><i>Action taken by the Chief Executive on the Grounds of Urgency</i></li> <li>Forward Agenda Plan</li> </ul>		Chair External Audit  Principal Auditor  S151 Officer  S151 Officer Interim Finance Manager Interim Finance Manager  Ch Ex  Dir Supp Services /Principal Auditor  PDSO  PDSO	<ul style="list-style-type: none"> <li>Chairman's Announcements</li> <li>External Audit Annual Audit and Inspection Plan</li> <li>Six Month Performance Monitoring Service Delivery Plans</li> <li>Medium Term Financial Strategy, Revenue Budget and Capital Programme 2016/17</li> <li>Annual Treasury Management Strategy/MRP/AIS</li> <li>Budget Monitoring Report</li> <li>LEP Update</li> <li>Section 106 &amp; CIL: Income and Expenditure Update</li> <li>Anti-Fraud and Corruption Strategy????</li> <li><i>Action taken by the Chief Executive on the Grounds of Urgency</i></li> <li>Forward Agenda Plan</li> </ul>		Chair External Audit  Perf Mnge Officer  S151 Officer  Interim Finance Manager Interim Finance Manager Business Develop Manager Dir Comm & Corp Services Principal Auditor  PDSO  PDSO

[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: 22/10/15]

**CORPORATE GOVERNANCE & FINANCE COMMITTEE**  
**ANNUAL AGENDA PLAN**

**LEAD OFFICER(S): Richard Quayle, Director Support Services**

**DEMOCRATIC SERVICES OFFICER: Tracy Couper**

Monday 21 March 2016											
Meeting on: 4.30pm			Meeting on:			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 Wednesday 9 March 2016	Friday 11 March 2016		Deadline for reports/dispatch:		Deadline for reports/dispatch:				
<ul style="list-style-type: none"> <li>Chairman's Announcements</li> <li>External Audit – Annual Certification Report 2014/15</li> <li>External Audit Progress Report</li> <li>External Audit Sector Update</li> <li>Internal Audit Charter and Work Plan 2016/17</li> <li>Review of Risk Register</li> <li><i>Action taken by the Chief Executive on the Grounds of Urgency</i></li> <li>Forward Agenda Plan</li> </ul>		Chair External Audit  External Audit External Audit  Principal Auditor  Dir Supp Services/ Principal Auditor  PDSO  PDSO	<ul style="list-style-type: none"> <li></li> </ul>					<ul style="list-style-type: none"> <li></li> </ul>			

**[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: 22/10/15]**