

CORPORATE GOVERNANCE & FINANCE COMMITTEE
ANNUAL AGENDA PLAN

Agenda Item 13

LEAD OFFICER(S): Andy Radford, Director Resources

DEMOCRATIC SERVICES OFFICER: Tracy Couper

Meeting on: Thursday 30 June 2016 4.30pm		Meeting on: Thursday 28 July 2016 4.30pm			Meeting on: Thursday 29 September 2016 4.30pm			
Agenda Planning meeting:		Agenda Planning meeting:			Agenda Planning meeting:			
Pre-meeting briefing:		Pre-meeting briefing:			Pre-meeting briefing:			
Deadline for reports/dispatch:	4pm Monday 20 June 2016	Wednesday 22 June 2016	Deadline for reports/dispatch:	4pm Monday 18 July 2016	Wednesday 20 July 2016	Deadline for reports/dispatch:	4pm Monday 19 September 2016	Wednesday 21 September 2016
<ul style="list-style-type: none"> Chairman's Announcements Internal Audit Annual Report & Opinion Draft Annual Governance Statement External Audit Progress Report External Audit Sector Update Financial Outturn Report 2015/16 Treasury Operations Annual Performance Review Year End Reporting & Draft Service Delivery Plans: Democratic Services Economic Development (end of year report only) Financial Services Infrastructure & Strategic Housing Strategic Planning Annual Reports of Representatives on Outside Bodies ARP Joint Committee Minutes 	Chair Principal Auditor Principal Auditor External Audit External Audit Dir Resources Dir Resources Perf Mnge Officer DSM Dir Resources	<ul style="list-style-type: none"> Chairman's Announcements External Audit – Audit of Statement of Accounts 2015/16 Update External Audit Briefing Paper – EU Referendum: Impact of Brexit on GPS Market Independent Remuneration Panel (IRP) Review of Members' Allowances Budget Monitoring Report ARP Joint Committee Minutes 21 June 2016 <i>Action taken by the Chief Executive on the Grounds of Urgency</i> Forward Agenda Plan 	Chair External Audit External Audit DSM Principal Accountant Dir Resources DSM DSM	<ul style="list-style-type: none"> Chairman's Announcements External Audit - Audit Results Report Annual Governance Statement Annual Financial Report 2015/16 Section 106 & CIL: Income and Expenditure Update Code of Conduct Complaints Procedure Review Appointment of Co-Opted Town/Parish Council Member, Corporate Governance & Finance Hearings Sub-Committee/Panel ARP Joint Committee Minutes <i>Action taken by the Ch Ex on the Grounds of Urgency</i> Forward Agenda Plan 	Chair External Audit Principal Auditor Dir Resources Dir Commerce Ch Ex/MO MO Dir Resources DSM DSM			

[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: 19/09/16]

CORPORATE GOVERNANCE & FINANCE COMMITTEE
ANNUAL AGENDA PLAN

LEAD OFFICER(S): Andy Radford, Director Resources

DEMOCRATIC SERVICES OFFICER: Tracy Couper

Meeting on: Thursday 30 June 2016 4.30pm [continued]		Meeting on: Thursday 28 July 2016 4.30pm [continued]			Meeting on: Thursday 29 September 2016 [continued] 4.30pm				
Agenda Planning meeting:		Agenda Planning meeting:			Agenda Planning meeting:				
Pre-meeting briefing:		Pre-meeting briefing:			Pre-meeting briefing:				
Deadline for reports/dispatch:	4pm Monday 20 June 2016	Wednesday 22 June 2016	Deadline for reports/dispatch:	4pm Monday 18 July 2016	Wednesday 20 July 2016	Deadline for reports/dispatch:	4pm Monday 19 September 2016	Wednesday 21 September 2016	
<ul style="list-style-type: none"> Action taken by the Chief Executive on the Grounds of Urgency Forward Agenda Plan Internal Audit Arrangements [Exempt] 		DSM DSM Dir Resources	<ul style="list-style-type: none"> 						

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CORPORATE GOVERNANCE & FINANCE COMMITTEE
ANNUAL AGENDA PLAN

LEAD OFFICER(S): Andy Radford, Director Resources

DEMOCRATIC SERVICES OFFICER: Tracy Couper

Meeting on: Thursday 1 December 2016 4.30pm		Meeting on: Monday 30 January 2017 4.30pm		Meeting on: Monday 3 April 2017 4.30pm	
Agenda Planning meeting:		Agenda Planning meeting:		Agenda Planning meeting:	
Pre-meeting briefing:		Pre-meeting briefing:		Pre-meeting briefing:	
Deadline for reports/dispatch:	4pm Monday 21 November 2016	Deadline for reports/dispatch:	4pm Wednesday 18 January 2017	Deadline for reports/dispatch:	Friday 20 January 2017
	Wednesday 23 November 2016		Friday 20 January 2017		Friday 24 March 2017
<ul style="list-style-type: none"> Chairman's Announcements LEP Update/Memorandum of Understanding External Audit Annual Audit Letter Internal Audit Plan – 6 Month Progress Report Localised Council Tax Support Scheme Six Month Performance Monitoring Service Delivery Plans Treasury Operations Mid Year Report Budget Monitoring Report Fraud Update Report Corporate & Operational Risk Register Monitoring Report ARP Joint Committee Minutes <i>Action taken by the Chief Executive on the Grounds of Urgency</i> Forward Agenda Plan 	<ul style="list-style-type: none"> Chair Business Develop Manager External Audit Principal Auditor Dir Resources Perf Mnge Officer Dir Resources Principal Accountant Principal Auditor Dir Resources Dir Resources DSM DSM 	<ul style="list-style-type: none"> Chairman's Announcements External Audit – Annual Certification Report Medium Term Financial Strategy, Revenue Budget and Capital Programme 2016/17 Annual Treasury Management Strategy/MRP/AIS Independent Remuneration Panel (IRP) Report Budget Monitoring Report ARP Joint Committee Minutes <i>Action taken by the Chief Executive on the Grounds of Urgency</i> Forward Agenda Plan 	<ul style="list-style-type: none"> Chair External Audit Dir Resources Dir Resources DSM Principal Accountant Dir Resources DSM DSM 	<ul style="list-style-type: none"> Chairman's Announcements External Audit Annual Audit and Inspection Plan External Audit Progress Report Draft Service Delivery Plans: Democratic Services Economic Development Financial Services Infrastructure & Strategic Housing Strategic Planning Internal Audit Charter and Work Plan 2017/18 Annual Review of Risk Register Section 106 & CIL: Income and Expenditure Update ARP Joint Committee Minutes <i>Action taken by the Chief Executive on the Grounds of Urgency</i> Forward Agenda Plan 	<ul style="list-style-type: none"> Chair External Audit External Audit Perf Mnge Officer Principal Auditor Dir Resources Dir Commerce Dir Resources DSM DSM

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