

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

**LEAD OFFICER(S): Andy Radford, Director Resources**

**Agenda Item 13**

**DEMOCRATIC SERVICES OFFICER: Tracy Couper**

Meeting on: <b>Thursday 1 December 2016</b> <b>4.30pm</b>			Meeting on: <b>Monday 30 January 2017</b> <b>4.30pm</b>			Meeting on: <b>Monday 3 April 2017</b> <b>4.30pm</b>		
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	Wednesday 23 November 2016	Deadline for reports/dispatch:	4pm Wednesday 18 January 2017	Friday 20 January 2017	Deadline for reports/dispatch:	4pm Wednesday 22 March 2014	Friday 24 March 2017
<ul style="list-style-type: none"> <li>Chairman's Announcements</li> <li>LEP Memorandum of Understanding</li> <li>External Audit Annual Audit Letter</li> <li>Internal Audit Plan – 6 Month Progress Report</li> <li>Localised Council Tax Support Scheme</li> <li>Six Month Performance Monitoring Service Delivery Plans</li> <li>Treasury Operations Mid Year Report</li> <li>Budget Monitoring Report</li> <li>Corporate Risk Register Monitoring Report</li> <li>ARP Joint Committee Minutes</li> <li><i>Action taken by the Chief Executive on the Grounds of Urgency</i></li> <li>Forward Agenda Plan</li> </ul>	Chair Business Develop Manager External Audit  Principal Auditor  Dir Resources  Perf Mnge Officer  Dir Resources  Principal Accountant Dir Resources  Dir Resources  DSM  DSM	<ul style="list-style-type: none"> <li>Chairman's Announcements</li> <li>External Audit – Annual Certification Report</li> <li>Medium Term Financial Strategy, Revenue Budget and Capital Programme 2017/18</li> <li>Annual Treasury Management Strategy/MRP/AIS</li> <li>Code of Conduct Complaints Procedure Review</li> <li>Budget Monitoring Report</li> <li>ARP Joint Committee Minutes</li> <li>CLT Grant Applications</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  Dir Resources  Dir Resources  Ch Ex/MO Principal Accountant Dir Resources  CLT East Manager DSM  DSM	<ul style="list-style-type: none"> <li>Chairman's Announcements</li> <li>External Audit Annual Audit and Inspection Plan</li> <li>External Audit Progress Report</li> <li>External Audit Local Govt Sector Briefing &amp; Director Resources Response</li> <li>End of Year Reports &amp; Draft Service Delivery Plans: Democratic Services Financial Services Infrastructure &amp; Strategic Housing Strategic Planning</li> <li>Internal Audit Charter and Work Plan 2017/18</li> <li>Internal Audit Progress Report</li> <li>Independent Remuneration Panel (IRP) Report</li> <li>Annual Review of Risk Register</li> <li>Section 106 &amp; CIL: Income and Expenditure Update</li> <li>ARP Joint Committee Minutes</li> </ul>	Chair External Audit  External Audit  Dir Resources  Perf Mnge Officer  Principal Auditor  Principal Auditor  DSM  Dir Resources  Dir Commerce  Dir Resources			

**[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: 18/01/17]**

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						DSM  DSM		

**Future Agenda Items**

**Council Tax Support Scheme Review – report(s) to be added to Agenda Plan for autumn 2017**

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