

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			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 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 			<ul style="list-style-type: none"> Chairman's Announcements LEP Update??? External Audit – Initial Draft of Audit Results Report 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 			<ul style="list-style-type: none"> Chairman's Announcements External Audit - Audit Results Report Annual Governance Statement Annual Financial Report 2015/16 ARP Joint Committee Minutes <i>Action taken by the Ch Ex on the Grounds of Urgency</i> Forward Agenda Plan 		
Chair Principal Auditor Principal Auditor External Audit External Audit Dir Resources Dir Resources Perf Mnge Officer DSM Dir Resources			Chair Business Develop Manager External Audit Principal Accountant Dir Resources DSM DSM			Chair External Audit Principal Auditor Dir Resources 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: 20/06/16]

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] 			<ul style="list-style-type: none"> 					
DSM DSM Dir Resources								

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[UPDATED: 20/06/16]

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	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">Chairman’s AnnouncementsExternal Audit Annual Audit LetterInternal Audit Plan – 6 Month Progress ReportLocalised Council Tax Support SchemeSix Month Performance Monitoring Service Delivery PlansTreasury Operations Mid Year ReportBudget Monitoring ReportFraud Update ReportCorporate & Operational Risk Register Monitoring ReportARP Joint Committee MinutesAction taken by the Chief Executive on the Grounds of UrgencyForward Agenda Plan	Chair 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 AnnouncementsExternal Audit – Annual Certification ReportMedium Term Financial Strategy, Revenue Budget and Capital Programme 2016/17Annual Treasury Management Strategy/MRP/AISSection 106 & CIL: Income and Expenditure UpdateBudget Monitoring ReportARP Joint Committee MinutesAction taken by the Chief Executive on the Grounds of UrgencyForward Agenda Plan	Chair External Audit Dir Resources Dir Resources Dir Commerce Principal Accountant Dir Resources DSM DSM	<ul style="list-style-type: none">Chairman’s AnnouncementsExternal Audit Annual Audit and Inspection PlanExternal Audit Progress ReportDraft Service Delivery Plans: Democratic Services Economic Development Financial Services Infrastructure & Strategic Housing Strategic PlanningInternal Audit Charter and Work Plan 2017/18Annual Review of Risk RegisterARP Joint Committee MinutesAction taken by the Chief Executive on the Grounds of UrgencyForward Agenda Plan	Chair External Audit External Audit Perf Mnge Officer Principal Auditor Dir Resources Dir Resources DSM DSM		

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