

AUDIT, GOVERNANCE AND STANDARDS COMMITTEE

28th January 2016

WORK PROGRAMME

21st April 2016

Standards

- Monitoring Officer's Report
- Feckenham Parish Council Report

Governance

- External Audit – Progress Report
- External Audit – Audit Findings Action Plan
- External Audit – Audit Plan 2015/16
- External Audit – Audit Fee Letter 2016/17
- External Audit – Auditing Standards 2015/16 (Communication with the Audit and Governance Committee and Executive)
- Internal Audit – Progress Report
- Internal Audit – Final Annual Audit Plan 2016/17
- Accounting Standards (Statement of Accounting Policies)

Monitoring

- Corporate Governance including Risk
- Benefits Investigations Annual Report
- Portfolio Holder Update (Quarterly Budget Monitoring)
- S151 Officer Savings Report
- Committee Action List and Work Programme
- Annual Review of the Operation of the Committee (Chair's oral report) and Annual Review of the Committee's Procedure Rules (Minute No. 4 of 28th June 2012 meeting refers)
- Calendar of Meetings 2016/17

July 2016 (meeting date not yet set)

Standards

- Monitoring Officer's Report (including memberships of Hearing Sub-Committees)
- Feckenham Parish Council Report
- General Dispositions Report (to the first meeting of the Committee following any local elections)

Governance

- Annual Governance Statement 2015/16
- External Audit – Progress Report (including oral update on Value for Money Conclusion)
- External Audit – Audit Findings Action Plan
- Internal Audit – Annual Report 2015/16 (including review of effectiveness of Internal Audit – no separate Progress Report to this meeting)

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Monitoring

- Corporate Governance including Risk
- Debt Recovery Update Report (Quarters 3 and 4)
- Portfolio Holder Update (Quarterly Budget Monitoring)
- S151 Officer Savings Report
- Committee Action List and Work Programme

[Note: Copies of the draft Annual Accounts and Annual Governance Statement will be sent to all members of the Committee at the same time these are issued to the External Auditors. A briefing on the Statement of Accounts will also take place for all members of the Committee in early/mid-September 2016, prior to the Committee's formal consideration of the Statement at the meeting in late September.]

September 2016 (meeting date not yet set)

Standards

- Monitoring Officer's Report
- Feckenham Parish Council Report

Governance

- External Audit – Audit Findings Report 2015/16
- Audited Statement of Accounts 2014/15 (including final Annual Governance Statement)
- External Audit – Audit Findings Action Plan
- Internal Audit – Progress Report

Monitoring

- Corporate Governance including Risk
- Portfolio Holder Update (Quarterly Budget Monitoring)
- S151 Officer Savings Report
- Committee Action List and Work Programme

28th January 2016

Standards

- Monitoring Officer's Report
- Feckenham Parish Council Report

Governance

- External Audit – Progress Report
- External Audit – Audit Findings Action Plan
- External Audit – Grant Claims Certification Work Report
- External Audit – Annual Audit Letter
- Single Fraud Investigation Service presentation
- Treasury Management Strategy, Prudential Indicators and Minimum Revenue Policy Provision 2017/18
- Corporate Dashboard of Measures

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- Internal Audit – Progress Report
- Internal Audit – Draft Annual Audit Plan 2017/18

Monitoring

- Corporate Governance including Risk
- Debt Recovery Update Report (Quarters 1 and 2)
- Portfolio Holder Update (Quarterly Budget Monitoring)
- S151 Officer Savings Report
- Committee Action List and Work Programme

Meeting date to be determined

- ~~*Review of the operation of the Protocol on Member-Officer relations (following consideration by the Constitution Review Working Party).*~~
- ~~*Review of the operation of the Protocol on Member-Member relations (following consideration by the Constitution Review Working Party).*~~

Officers propose that the above Protocol reports be removed from the Work Programme as there are no imminent plans to review these. Officers will notify the Committee in advance should a review appear likely. Any review would first go the Constitution Review Working Party, of which no meeting is currently programmed.

January or April 2018 meeting

- Review of Independent Member Appointment (prior to expiry of current 4-year term of office in July 2018 - Minute No. 22 of 25th September 2014 meeting refers).