

AUDIT AND GOVERNANCE COMMITTEE

23 March 2012

Proposed Forward Plan of Reports for 2012/2013

Report of the Executive Director of Commercial and Corporate Services

1. Purpose of Report

- 1.1 To enable the Committee to consider and comment on the proposed Forward Plan of reports for 2012/2013.
- 1.2 In order to ensure the best use of the Committee's time it is proposed to reduce the number of meetings from 6 (in 2011/2012) to 5, and to more evenly spread the dates of the Committee meetings throughout the year.
- 1.3 As such there will be 4 quarterly meetings – at which the Committee will consider the Corporate Assurance Map alongside other reports. An additional meeting is scheduled for February in order to consider the Treasury Management Policy and Strategy in order that it can be agreed by Cabinet in February and then by Council in March of each year in line with best practice.

2. Recommendations

- 2.1 Members are asked to consider and agree to the attached proposed Forward Plan of reports.

3. Background Papers

None

**Forward Plan of Reports
Audit and Governance Committee 2012/2013**

Month	Brief Description	Report of
June 2012	Annual Review of Governance Arrangements / Annual Governance Statement (including Annual Report covering work of Internal Audit and Risk and Assurance teams)	Executive Director of Commercial and Corporate Services
	Corporate Assurance Map - update	Head of Corporate Assurance and Procurement
	Member Training and Development	Executive Director of Commercial and Corporate Services
	Interim Opinion Report 2011/12	District Auditor
	Annual Report on the Work of the Committee	Executive Director of Commercial and Corporate Services
	Unaudited Statement of Accounts 2011/2012	Executive Director of Commercial and Corporate Services
	Treasury Management Annual Review 2011/2012	Executive Director of Commercial and Corporate Services
September 2012	Corporate Assurance Map - update	Head of Corporate Assurance and Procurement
	Treasury Management – First Quarterly Review for 2012/2013	Executive Director of Commercial and Corporate Services
	Annual Governance Report 2011/12	District Auditor
	Audited Statement of Accounts 2011/12	Executive Director of Commercial and Corporate Services

**Forward Plan of Reports
Audit and Governance Committee 2012/2013**

Month	Brief Description	Report of
December 2012	Treasury Management – Second Quarterly Review for 2012/2013	Executive Director of Commercial and Corporate Services
	Corporate Assurance Map - update	Head of Corporate Assurance and Procurement
	Internal Audit Plan 2013/2014 - Consultation	Head of Corporate Assurance and Procurement
	Corporate Risk Profile - update	Executive Director of Commercial and Corporate Services
	Annual Audit Letter 2011/12	District Auditor
	Annual Grants Report 2011/12	District Auditor
February 2013	Treasury Management – Third Quarterly Review for 2012/2013	Executive Director of Commercial and Corporate Services
	Treasury Management Strategy and Policy for 2013/2014 including Treasury Management Prudential Indicators for 2013/2014 to 2015/2016	Executive Director of Commercial and Corporate Services
March 2013	Corporate Assurance Map - update	Head of Corporate Assurance and Procurement
	Corporate Risk Profile	Executive Director of Commercial and Corporate Services
	Corporate Assurance Map – 2013/14 (including Internal Audit Plan, and Risk and Assurance team plan)	Head of Corporate Assurance and Procurement
	Proposed Forward Plan of Reports 2013/2014	Executive Director of Commercial and Corporate Services

Note: Other ad-hoc reports/items shall be added to the Agenda where considered necessary