

**CORPORATE GOVERNANCE AND AUDIT COMMITTEE
WORK PROGRAMME**

July 2014		
KPMG Fee Letter	To receive a report detailing KPMG's proposed fee for the forthcoming year	Chief Officer (Financial Management) Doug Meeson
Release of Accounts for Public Inspection	To receive a report releasing the Accounts for public inspection.	Chief Officer (Financial Management) Doug Meeson
Annual Internal Audit	To receive the Annual Internal Audit Report	Chief Officer (Audit and Investment) Tim Pouncey
Annual Report on Performance and Risk Management	To receive a report regarding the Council's risk management arrangements.	Chief Corporate Support Officer Strategy and Resources Mariana Pexton
Internal Audit Update Report	To receive the Internal Audit quarterly report	Chief Officer (Audit and Investment) Tim Pouncey
KPMG – Interim Audit report	To receive the KPMG Interim audit report	Chief Officer (Financial Management) Doug Meeson
Clinical Governance Annual Report and Alignment of Clinical Governance Arrangements	To receive the annual Clinical Governance report and an update on the progress of aligning Public Health's Clinical governance arrangements to those maintained by the rest of the Council	Director of Public Health Dr Ian Cameron

CORPORATE GOVERNANCE AND AUDIT COMMITTEE WORK PROGRAMME

September 2014		
KPMG – Report to Those Charged With Governance	To receive a report giving the opinion on the financial statements, value for money conclusion and audit certificate.	Chief Officer (Financial Management) Doug Meeson
Approval of LCC Accounts	To receive a report requesting approval of the LCC Accounts	Chief Officer (Financial Management) Doug Meeson
Annual Governance Statement	To receive and approve the Annual Governance Statement	Head of Governance Services Andy Hodson
Internal Audit Update Report	To receive the Internal Audit update report	Chief Officer (Audit and Investment) Tim Pouncey
Local Government Ombudsman’s Annual Letter	To receive the annual letter from the Local Government Ombudsman	Chief Officer (Customer Access) Lee Hemsworth
Annual Decision Making Report (Including Licensing / Planning)	To receive a report presenting the outcome of the monitoring process relating to decisions taken at the Council	Head of Governance Services Andy Hodson
Annual Financial Management Report (Incorporating Capital)	To receive the annual report reviewing the Financial Planning and Management Arrangements at the Council	Chief Officer (Financial Management) Doug Meeson
November 2014		
Internal Audit Update Report	To receive the Internal Audit update report	Chief Officer (Audit and Investment) Tim Pouncey
January 2015		

CORPORATE GOVERNANCE AND AUDIT COMMITTEE WORK PROGRAMME

KPMG – Annual Audit Letter – including opinion	To receive a report certifying grants and returns and to consider the Audit Fee letter.	Chief Officer (Financial Management) Doug Meeson
KPMG – Certification of Grant Claims and Returns	To receive a report certifying grants and returns and to consider the Audit Fee letter.	Chief Officer (Financial Management) Doug Meeson
KPMG – Approval of External Audit Plan	To receive a report requesting approval of the external audit plan	Chief Officer (Financial Management) Doug Meeson
Internal Audit Update Report	To receive the Internal Audit quarterly report	Chief Officer (Audit and Investment) Tim Pouncey
Treasury Management Annual Report	To receive the annually Treasury Management Report providing assurance on the processes used by the department	Chief Officer (Audit and Investment) Tim Pouncey
April 2015		
Internal Audit Plan	To receive a report informing the Committee of the Internal Audit Plan for 2013/14	Chief Officer (Audit and Investment) Tim Pouncey
Internal Audit Update Report	To receive the Internal Audit quarterly report	Chief Officer (Audit and Investment) Tim Pouncey
Information Security Annual Report	To receive a report on the Council's Information Security arrangements.	Chief Corporate Support Officer Mariana Pexton
Annual Business Continuity Report	To receive the annual report reviewing the Councils Business Continuity planning.	Chief Corporate Support Officer Mariana Pexton

CORPORATE GOVERNANCE AND AUDIT COMMITTEE WORK PROGRAMME

Annual Report of the Committee	To receive the Annual report of the Committee reviewing the work completed over the last year	Head of Governance Services Andy Hodson
Unscheduled Items		
Calderdale Shared Services	To receive a report updating the Committee on the implementation of the Calderdale Shared Services system for Adult Social Care	Chief Officer (Resources and Strategy) Steve Hume