

**CORPORATE GOVERNANCE AND AUDIT COMMITTEE  
WORK PROGRAMME**

<b>25<sup>th</sup> June 2015</b>		
Approval of Leeds City Region Accounts	To receive a report requesting approval of the LCC Accounts	Chief Officer (Financial Services) Doug Meeson
Financial Management Arrangements In the Planning and Sustainable Development Service	To receive a report providing assurance in respect of the financial planning arrangements relating to the planning service	Tim Hill (Chief Planning Officer)
Business Continuity Management	To receive a report updating the Committee as to the progress in completing Phase 2 Business Continuity Plans by September 2015.	Mariana Pexton Chief Officer (Strategy and Improvement)
<b>9<sup>th</sup> July 2015</b>		
Release of Accounts for Public Inspection	To receive a report releasing the Accounts for public inspection.	Chief Officer (Financial Services) Doug Meeson
Internal Audit Charter	To receive a report presenting the Internal Audit Charter to the Committee	(Acting Head Of Internal Audit) Sonya McDonald
Annual Internal Audit	To receive the Annual Internal Audit Report	(Acting Head Of Internal Audit) Sonya McDonald
Annual Report on Performance and Risk Management	To receive a report regarding the Council's risk management arrangements.	(Chief Officer Strategy and Improvement) Mariana Pexton
Internal Audit Update Report	To receive the Internal Audit quarterly report	(Acting Head Of Internal Audit) Sonya McDonald

## CORPORATE GOVERNANCE AND AUDIT COMMITTEE WORK PROGRAMME

KPMG – Interim Audit report	To receive the KPMG Interim audit report	Chief Officer (Financial Services) Doug Meeson
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
<b>18<sup>th</sup> September 2015</b>		
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 Services) Doug Meeson
Approval of LCC Accounts	To receive a report requesting approval of the LCC Accounts	Chief Officer (Financial Services) 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	(Acting Head Of Internal Audit) Sonya McDonald
Compliments and complaints Annual summary report	To receive the annual compliment and complaints summary report	Chief Officer (Customer Access) Lee Hemsworth
Annual Financial Management Report (Incorporating Capital)	To receive the annual report reviewing the Financial Planning and Management Arrangements at the Council	Chief Officer (Financial Services) Doug Meeson
Business Continuity Report (Phase 2 Plans)	To receive a report reviewing the Councils Business Continuity planning in relation to Phase 2 Plans	(Chief Officer Strategy and Improvement) Mariana Pexton

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<b>28<sup>th</sup> January 2016</b>		
KPMG – Annual Audit Letter – including opinion	To receive a report certifying grants and returns and to consider the Audit Fee letter.	Chief Officer (Financial Services) 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 Services) Doug Meeson
KPMG – Approval of External Audit Plan	To receive a report requesting approval of the external audit plan	Chief Officer (Financial Services) Doug Meeson
Internal Audit Update Report	To receive the Internal Audit quarterly report	(Acting Head Of Internal Audit) Sonya McDonald
Treasury Management Annual Report	To receive the annual Treasury Management Report providing assurance on the processes used by the department	Chief Officer (Financial Services) Doug Meeson
<b>18<sup>th</sup> March 2016</b>		
Internal Audit Plan	To receive a report informing the Committee of the Internal Audit Plan for 2016/17	(Acting Head Of Internal Audit) Sonya McDonald
Internal Audit Update Report	To receive the Internal Audit quarterly report	(Acting Head Of Internal Audit) Sonya McDonald
Information Security Annual Report	To receive a report on the Council's Information Security arrangements.	(Chief Officer Strategy and Improvement) Mariana Pexton

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Annual Business Continuity Report	To receive the annual report reviewing the Councils Business Continuity planning.	(Chief Officer Strategy and Improvement) Mariana Pexton
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