

**CORPORATE GOVERNANCE AND AUDIT COMMITTEE
WORK PROGRAMME**

| ITEM | DESCRIPTION | RESPONSIBLE OFFICER |
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| November 9th - 2011 | | |
| 6 Monthly Update Report on risk Management | To receive a report updating members on the Council's risk management arrangements. (This report is part of the Committee's annual work programme) | Chief Officer (Audit and Risk) Tim Pouncey |
| Leeds Initiative and City Planning | To receive a report updating the Committee on progress made with the review of the Leeds Initiative and Partnership Arrangements and the associated planning and performance arrangements in the City (This report was requested by the Committee on 18 th April 2011) | Chief Officer (Leeds Initiative and Partnerships) Kathy Kudelnitzky |
| Local Enterprise Partnerships | To receive a report on the governance arrangements for the new Local Enterprise Partnership specifically exploring governance issues contained within the partnership governance toolkit. (requested at the 14 th December 2010 meeting following a discussion on the Leeds City Region) | Chief Officer (Leeds Initiatives and Partnerships) Kathy Kudelnitzkey |
| Small Claims Made Against the Council | To receive a report detailing the amount and type of small claims and the actions taken to reduce them. (requested at the meeting held on 14 th February 2011) | Insurance Manager Frank Morrison |
| December 13th - 2011 | | |
| Review of the Code of Corporate Governance | To receive a report reviewing the code of corporate governance | Head of Governance Services Andy Hodson |
| Localism Bill | To receive a report updating the Committee on the Localism Bill | Head of Governance Services Andy Hodson |

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| Internal Audit Report | To receive a report presenting the Internal Audit report on current issues. (This is a report brought to the Committee on bi-monthly basis) | Chief Officer (Audit and Risk) Tim Pouncey |
| January 23rd - 2012 | | |
| KPMG Financial Statements Audit Plan and VFM Audit plan | To receive a report detailing the financial statements audit plan. Value for Money Audit Plan and Financial Statement Audit Plan. | Chief Officer (Financial Management) Doug Meeson |
| External Audit Planning | To receive a report from the appointed External Auditor in respect of the audit fee for 2011/12 | Chief Officer (Financial Management) Doug Meeson |
| February 27th - 2012 | | |
| Internal Audit Report | To receive a report presenting the Internal Audit report on current issues. (This is a report brought to the Committee on bi-monthly basis) | Chief Officer (Audit and Risk) Tim Pouncey |
| March 28th - 2012 | | |
| Information Security Annual Report | To receive a report on the Council's Information Security arrangements. | Chief Officer (Business Transformation) Lee Hemsworth |
| April 23rd - 2012 | | |
| Annual Report on Community Engagement | To receive a report presenting the annual report on Community Engagement. | Assistant Chief Executive (Planning, Policy and Improvement) James Rogers |

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| Decision Making Framework; Annual Assurance Report | To receive a report presenting the outcome of the monitoring process relating to Key and Major decisions. | Head of Governance Services Andy Hodson |
| ALMO Annual Assurance Report | To receive the Annual Assurance report from Strategic Landlord based on the assurances received from the ALMOs. (This report is part of the committee's annual work programme) | Strategic Landlord Liz Cooke |
| Annual Report on Risk Management | To receive a report regarding the Council's risk management arrangements. (Part of the Committee's annual work programme) | Chief Officer (Audit and Risk) Tim Pouncey |
| Annual Report on Planning Framework | To receive the Annual report on the Planning Framework and the assurance that is provides | Chief Planning Officer Phil Crabtree |
| Internal Audit Report | To receive a report presenting the Internal Audit report on current issues. (This is a report brought to the Committee on bi-monthly basis) | Chief Officer (Audit and Risk) Tim Pouncey |
| Un-scheduled items for 2011/12 | | |