

19 January 2016

<b>Report of</b>	<b>Assistant Chief Executive</b>	<b>Author</b>	<b>Jonathan Baker</b>
<b>Title</b>	<b>Work Programme 2015-16</b>		<b>☎ 282207</b>
<b>Wards affected</b>	Not applicable		

This report sets out the current Work Programme 2015-2016 for the Governance Committee.

## 1. Decisions Required

- 1.1 The Committee is asked to note the contents Committee's Work Programme for 2015-16.

## 2. Alternative options

- 2.1 This function forms part of the Committee's Terms of Reference and, as such, no alternative options are presented.

## 3. Introduction

- 3.1 The Governance Committee deals with the approval of the Council's Statement of Accounts, audit, other miscellaneous regulatory matters and standards.
- 3.2 The Committee's work programme will evolve as the Municipal Year progresses and items of business are commenced and concluded. At each meeting the opportunity is taken for the work programme to be reviewed and, if necessary, amended according to current circumstances.

## 4. Strategic Plan References

- 4.1 Governance is integral to the delivery of the Strategic Plan's vision themes of a vibrant, prosperous, thriving and welcoming Borough.
- 4.2 The Council recognises that effective local government relies on establishing and maintaining the public's confidence, and that setting high standards of self governance provides a clear and demonstrable lead. Effective governance underpins the implementation and application of all aspects of the Council's work.

## 5. Standard References

- 5.1 There are no particular references to publicity or consultation considerations; or financial; equality, diversity and human rights; community safety; health and safety or risk management implications.

## WORK PROGRAMME 2015-16

<b>Meeting date / Agenda items</b>
<b>30 June 2015</b> <ol style="list-style-type: none"><li>1. Audit Plan and Annual Audit &amp; Certification Fees (Ernst and Young)</li><li>2. 2014/15 Annual Governance Statement and Framework (Corporate Governance Manager)</li><li>3. Year End Internal Audit Assurance Report 2014/15 (Audit and Governance)</li><li>4. Draft Annual Statement of Accounts 2014/15 (Finance Manager)</li></ol>
<b>28 July 2015</b> <ol style="list-style-type: none"><li>1. CANCELLED</li></ol>
<b>25 August 2015</b> <ol style="list-style-type: none"><li>1. CANCELLED</li></ol>
<b>8 September 2015</b> <ol style="list-style-type: none"><li>1. Annual Statement of Accounts 2014/15</li><li>2. 2014/15 Annual Governance Statement and Audit Report Colchester Borough Homes</li><li>3. Polling District and Place Review</li><li>4. 2015/16 Risk Management Strategy</li></ol>
<b>13 October 2015</b> <ol style="list-style-type: none"><li>1. Publication of the Audited Statement of Accounts (Finance Manager)</li><li>2. Local Government Ombudsman Annual Review (Monitoring Officer)</li><li>3. Review of the Council's Ethical Governance Policies (Monitoring Officer)</li><li>4. Review of the Members' Code of Conduct and the Council's "Arrangements" (Monitoring Officer)</li><li>5. Gifts and Hospitality – Review of Guidance for Councillors and Policy for Officers (Monitoring Officer)</li><li>6. Review of Local Code of Corporate Governance (Monitoring Officer)</li></ol>
<b>24 November 2015</b> <ol style="list-style-type: none"><li>1. Annual Audit Letter (Ernst and Young)</li><li>2. 2015-16 Interim Annual Governance Statement (Corporate Governance Manager)</li><li>3. 2015-16 Interim Internal Audit Monitor (Corporate Governance Manager)</li><li>4. Polling District and Place Review Consultation Responses</li></ol>
<b>19 January 2016</b> <ol style="list-style-type: none"><li>1. Certification of Claims and Returns – Annual Report 2014/15 (Ernst and Young)</li><li>2. Member/Officer Protocol (Monitoring Officer)</li><li>3. Gifts and Hospitality – Review of Guidance for Councillors and Policy for Officers (Monitoring Officer)</li><li>4. Risk Management Progress Report (Corporate Governance Manager)</li><li>5. Annual Review of Business Continuity (Corporate Governance Manager)</li></ol>