

Governance and Audit Committee

Programme of reports for 2011/12

Meeting timetable	Agenda Items	Theme	Responsible Officer / Body
22 June 2011	Quarterly governance progress report, to include: <ul style="list-style-type: none"> • Corporate risk register review • Annual training requirements • Annual Governance Statement action plan 	Governance	Corporate Governance and Risk Officer
	Approve the Annual Governance Statement	Governance	Corporate Governance and Risk Officer
	Quarterly Internal Audit update report	Internal Audit	East Kent Audit Partnership
	Annual Internal Audit report	Internal Audit	East Kent Audit Partnership
	Quarterly Audit progress report	External Audit	Audit Commission
	2011/12 Audit Fee letter	External Audit	Audit Commission
29 June 2011	Treasury Management year end report	Finance	Financial Services Manager
	Approve the Statement of Accounts	Finance	Chief Executive / Section 151 Officer
29 September 2011	Quarterly governance progress report, to include: <ul style="list-style-type: none"> • Corporate risk register review • Strategy and process annual review • Partnership Framework annual review • Annual Governance Statement action plan 	Governance	Corporate Governance and Risk Officer
	Treasury management update	Finance	Financial Services Manager
	Quarterly Internal Audit update report	Internal Audit	East Kent Audit Partnership
	Quarterly Audit progress report	External Audit	Audit Commission
	2010/11 Annual Governance report	Finance	Audit Commission

Meeting timetable	Agenda Items	Theme	Responsible Officer / Body
13 December 2011	Quarterly governance progress report, to include: <ul style="list-style-type: none"> • Corporate risk register review • Business Continuity Policy annual review • Annual Governance Statement action plan • Local Code of Corporate Governance and Governance Framework - annual review 	Governance	Corporate Governance and Risk Officer
	Treasury Management mid year report	Finance	Financial Services Manager
	Draft Treasury Management Strategy	Finance	Financial Services Manager
	Quarterly Internal Audit update report	Internal Audit	East Kent Audit Partnership
	2010/11 Annual Audit Letter	Governance	Audit Commission
20 March 2012	Performance and Data Quality Frameworks	Governance	Performance and Information Officer
	Quarterly governance progress report, to include: <ul style="list-style-type: none"> • Corporate risk register review • Programme of meetings review • Terms of reference - annual review • Annual Governance Statement action plan 	Governance	Corporate Governance and Risk Officer
	Review of the effectiveness of the council's Internal Audit arrangements	Governance	Director of Finance and Corporate Services
	Treasury management update	Finance	Financial Services Manager
	Review of the effectiveness of the Governance and Audit Committee and annual report	Governance	Chair and Sub group of Governance and Audit Committee
	Quarterly Internal Audit update report	Internal Audit	East Kent Audit Partnership
	Internal Audit Plan, Audit Charter and Audit Strategy	Internal Audit	East Kent Audit Partnership
	Quarterly Audit progress report	External Audit	Audit Commission
	2010/11 Annual Grant Certification report	External Audit	Audit Commission
	2011/12 Opinion Audit Plan	External Audit	Audit Commission

Programme of reports for 2011/12

The draft programme of reports for 2011/12 for the Governance and Audit Committee was agreed at the meeting held on the 15 March 2011. Whilst this is a comprehensive list, there may be variations due to matters that arise.

A regular item for the Governance and Audit Committee will be 'future items for discussion / training'. This programme of reports should be considered at this point to inform any requests for future training.

The dates of the meetings were correct at the time of printing.