

GOVERNANCE & ETHICS COMMITTEE - WORK PROGRAMME (AS AT 15 SEPTEMBER 2017)

<u>Report Title</u>	<u>Brief summary of agenda item</u>	<u>Lead Officer</u>	<u>Report Author</u>
8 November 2017			
The Code of Conduct for Councillors and Co-opted Members	To seek Members' views on the existing Code of Conduct for Councillors and Co-opted Members and the procedure for dealing with conduct allegations.	Jayne Francis-Ward	Sue Bearman
Annual Complaints Report	Annual update on complaints dealt with by the County Council.	Heather Dickinson	Jo Kirkby
Internal Audit Progress report for 2016/17	To provide details of internal audit work completed to the end of September 2017	Rob Disney	Rob Disney
13 December 2017			
Risk management update	Periodic update on Risk Management issues.	Paul McKay	Robert Fisher
Councillor Code of Conduct	To consider a draft revised Councillor Code of Conduct, prior to submission to Policy Committee for approval.	Jayne Francis-Ward	Keith Ford
External Audit – Annual Audit Letter 2016/17	KPMG summarises the findings from work carried out by the external auditors over the last financial year (2016/17)	Nigel Stevenson	Glen Bicknell / External Auditor
31 January 2018			
Review of Petitions Scheme	To review the Council's existing Petitions Scheme.	Jayne Francis-Ward	Sue Bearman / Keith Ford
Follow up of Internal Audit Recommendations	To provide information on the Internal Audit's high priority recommendations To include an update on Interim Homecare audit recommendations in relation to the award of the contract for hospital discharges (as requested at committee meeting of 15 June 2017).	Rob Disney	Rob Disney
14 March 2018			
Attendance at Outside Bodies	To review Members' attendance at outside bodies to which they have been appointed.	Jayne Francis-Ward	Keith Ford
Statement of Accounts 2017/18 – Accounting	To outline proposed changes to the accounting policies used for the Authority's Statement of Accounts	Nigel Stevenson	Glen Bicknell

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Policies	for 2017/18 for review and approval		
Internal Audit Plan for 2018/19	Report from the Head of Internal Audit providing details of the planned work for 2018/19	Rob Disney	Rob Disney
External Audit Plan 2017/18	To provide information on the External Auditors' Audit Plan for their 2017/18 Audit.	Nigel Stevenson	Glen Bicknell / External Auditor
Certification of Grants and Returns 2016/17	To provide information on the External Auditors' Annual Report 2016/17 on the certification of Grants and Returns	Nigel Stevenson	Glen Bicknell / External Auditor
2 May 2018			
Follow up of Internal Audit Recommendations	To provide information on the Internal Audit's high priority recommendations	Rob Disney	Rob Disney
13 June 2018			
Risk management update	Periodic update on Risk Management issues.	Paul McKay	Robert Fisher
Annual Governance Statement	To agree the Council's Annual Governance Statement.	Nigel Stevenson	Rob Disney
25 July 2018			
Follow up of Internal Audit Recommendations	To provide information on the Internal Audit's high priority recommendations	Rob Disney	Rob Disney