# Public Key Decision – No

#### **HUNTINGDONSHIRE DISTRICT COUNCIL**

Title/Subject Matter: Work Programme & Training

**Meeting/Date:** Corporate Governance Panel – 2 December 2015

**Executive Portfolio:** Resources: Councillor J A Gray

Report by: Internal Audit & Risk Manager

Ward(s) affected: All Wards

## **Executive Summary**

The anticipated programme of work of the Panel for the next year is shown at Appendix 1. This is based upon the Panel's current terms of reference and the need for Panel to obtain assurance over the Council's governance arrangements.

At the September meeting it was proposed that the training session in advance of the March 2016 meeting would consider the new constitution. It is proposed that training prior to the June Panel meeting will focus on work undertaken to manage the risk of fraud and corruption, and in July consider the role of internal audit.

Panel will also be aware that following discussions between the Panel Chairman and the Managing Director it was agreed that a report would be presented to this meeting that discussed options for a future work programme. Due to other commitments on Officer time and with the agreement of the Panel Chairman, that report has had to be deferred. It will be presented to the Panel in March 2016.

#### **Financial implications**

Training can be provided by appropriate officers, external audit or external trainers (subject to budgetary constraints).

#### Recommendation

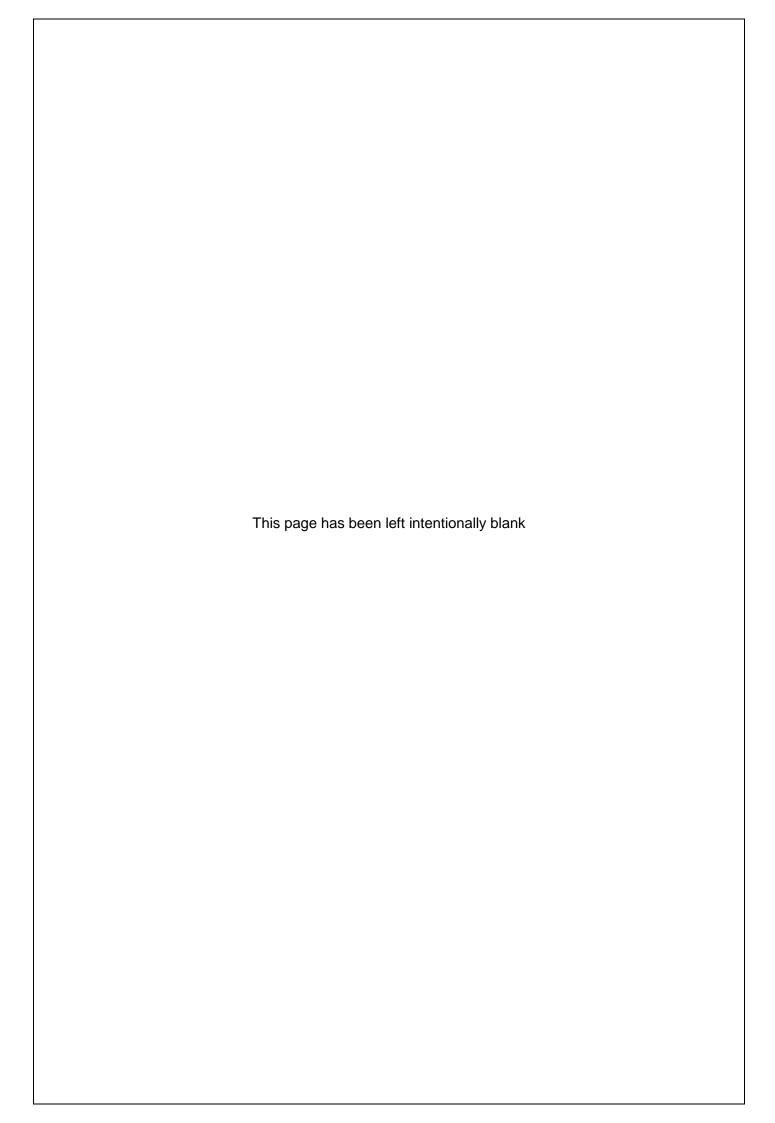
It is recommended that the Panel note the programme of work and the training that is proposed for the March, June and July 2016 Panel meetings.

## **Background papers**

None

## **Contact Officer**

David Harwood. Internal Audit & Risk Manager Tel No. 01480 388115



### **Anticipated Programme of Work**

#### March 2016

Progress on introducing external audit recommendations 2014/15

External audit: audit plan and grant claims

Accounting policies Internal audit plan

Progress on issues raised in the 2014/15 annual governance statement

Risk management

Implementation of agreed audit actions

#### June 2016

Review of the internal audit service and charter

Internal audit annual report & opinion Corporate fraud team investigation activity

Whistleblowing: policy review & concerns received

Implementation of agreed audit actions

## **July 2016**

Annual effectiveness review of the Panel and annual Panel report to Council Approval of the 2015/16 annual governance statement

Implementation of agreed audit actions

# September 2016

Approval of the statement of accounts

External audit – ISA 260 report

Risk management

Implementation of agreed audit actions

#### December 2016

External Audit – annual audit letter

- grant certification 2015/16

Annual reports – freedom of Information

- business continuity planning

Internal audit interim progress report

Implementation of agreed audit actions

In addition to the items listed above, reports may also be required to be submitted on an ad-hoc basis (e.g. effectiveness reviews of Panels/Committees, constitution matters).