

## SOUTH HOLLAND DISTRICT COUNCIL

**Report of:** Democratic Services and Legal Manager  
**To:** Governance and Audit Committee – 25 June 2015  
**(Author:** Christine Morgan – Democratic Services Officer  
**Subject:** Governance and Audit Committee Work Programme  
**Purpose:** To set out the Work Programme of the Governance and Audit Committee

### **Recommendation:**

That the Committee gives consideration to the contents of this report and identifies any issues for discussion.

### **1.0 BACKGROUND**

- 1.1 The Governance and Audit Committee regularly considers a variety of reports from Internal Audit, External Audit and the Section 151 Officer.
- 1.2 Many of these reports are considered at regular intervals, the majority being annually, half-yearly or quarterly.
- 1.3 In addition to these reports, the Committee also considers issues on an ad-hoc basis with some reports arising from consideration of items at previous meetings.
- 1.4 Attached at Appendix A to this report is the Work Programme for the Governance and Audit Committee. It lays out all meetings for the 2015/16 municipal year. Alongside each of these meeting dates are issues considered by the Committee on a regular basis, together with the author of the report, its purpose and whether it is mandatory, and the frequency with which it is considered.
- 1.5 It has been agreed that this Work Programme be a regular item for consideration on the Committee's agenda, thus creating a formal document laying out the work of the Committee in a clear, structured and organised way.
- 1.6 The attached document contains items considered on a regular basis, and also any ad hoc issues as and when they arise, for example, issues raised at a meeting to be covered at a future meeting, and any one-off issues.

### **2.0 OPTIONS**

- 2.1 To note and consider the current status of the Work Programme.
- 2.2 To do nothing.

### **3.0 REASONS FOR RECOMMENDATION**

- 3.1 To allow Committee members to feed into the Work Programme on a regular basis, to ensure that it stays relevant and up to date.

#### 4.0 **EXPECTED BENEFITS**

4.1 The Work Programme is a formal document laying out the work of the Committee in a clear, structured and organised way, thus providing members with up to date and relevant information.

#### 5.0 **IMPLICATIONS**

##### 5.1 **Carbon Footprint / Environmental Issues**

5.1.1 Carbon Footprint / Environmental Issue implications have been considered and in the opinion of the author, there are none arising out of this report.

##### 5.2 **Constitution & Legal**

5.2.1 Constitutional and Legal implications have been considered and in the opinion of the author, there are none arising out of this report. However, the Work Programme should assist in providing a clear programme of work for the Governance and Audit Committee in line with the requirements laid out in the Council's Constitution.

##### 5.3 **Contracts**

5.3.1 Contracts implications have been considered and in the opinion of the author, there are none arising out of this report.

##### 5.4 **Corporate Priorities**

5.4.1 Corporate Priority implications have been considered and in the opinion of the author, there are none arising out of this report.

##### 5.5 **Crime and Disorder**

5.5.1 Crime and Disorder implications have been considered and in the opinion of the author, there are none arising out of this report.

##### 5.6 **Equality and Diversity / Human Rights**

5.6.1 Equality and Diversity / Human Rights implications have been considered and in the opinion of the author, there are none arising out of this report.

##### 5.7 **Financial**

5.7.1 Financial implications have been considered and in the opinion of the author, there are none arising out of this report.

##### 5.8 **Health & Wellbeing**

5.8.1 Health and Wellbeing implications have been considered and in the opinion of the author, there are none arising out of this report.

##### 5.9 **Risk Management**

5.9.1 Risk Management implications have been considered and in the opinion of the author, there are none. However, one of the roles of the Governance and Audit Committee is to monitor the effective development and operation of risk management and corporate

governance in the Council, and the Work Programme should assist in keeping track of risk issues.

#### 5.10 **Staffing**

5.10.1 Staffing implications have been considered and in the opinion of the author, there are none arising out of this report.

#### 5.11 **Stakeholders / Consultation / Timescales**

5.11.1 Stakeholder / Consultation / Timescale implications have been considered and in the opinion of the author, there are none arising out of this report.

#### 6.0 **WARDS/COMMUNITIES AFFECTED**

6.1 No wards or communities will be affected by this report...

#### 7.0 **ACRONYMS**

7.1 None...

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Background papers:- None

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#### **Lead Contact Officer**

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**Key Decision:** No

**Exempt Decision:** No

**This report refers to a Mandatory Service**

#### **Appendices attached to this report:**

Appendix A Work Programme for the Governance and Audit Committee