Appendix 1

CORPORATE GOVERNANCE AND AUDIT COMMITTEE
DRAFT WORK PROGRAMME

26th July 2019		
Internal Audit Annual Report and Opinion	To receive the annual Internal Audit report and opinion	Sonya McDonald Head of Audit
External Audit Report and ISA 260 Report	To receive the annual report from the External Auditor to those charged with governance.	Victoria Bradshaw Chief Officer (Financial Services) & Grant Thornton
Annual Risk Management Report	To receive an annual assurance report on the Council's Risk Management arrangements.	Coral Main Head of Business Planning & Risk
Final Annual Governance Statement	To approve the Annual Governance Statement	Andy Hodson Head of Democratic Services
Approval of the Leeds City Council Accounts	To approve the accounts	Victoria Bradshaw Chief Officer (Financial Services)

22nd November 2019		
Annual Audit Letter 2018/19	To receive the Annual Audit letter from the External Auditor	Victoria Bradshaw Chief Officer (Financial Services)
Applications Portfolio Programme	To receive an update on the Access 2003 project	Louise Whitworth Head of Information Management and Governance
Internal Audit Update Report	To receive an update report on Internal Audit’s work.	Sonya McDonald Head of Audit
Treasury Management Annual Report	To receive the annually Treasury Management Report providing assurance on the processes used by the department	Victoria Bradshaw Chief Officer (Financial Services)

27th January 2020		
Audit of Housing Benefits Subsidy Claim	To receive a report from the appointed Auditor	Victoria Bradshaw Chief Officer (Financial Services)
Applications Portfolio Programme	To receive an update on the outcome of the Access 2003 project	Louise Whitworth Head of Information Management and Governance
External Audit Plan	To receive a report from the External Auditor presenting the external audit plan for 2020/21	Victoria Bradshaw Chief Officer (Financial Services)
Customer Contact and Satisfaction Annual Report	To receive the annual assurance report concerning customer contact and satisfaction	Lee Hemsworth Chief Officer (Customer Access)
Annual Business Continuity Report	To receive the annual assurance report concerning the Council's Business Continuity arrangements.	Mariana Pexton (Chief Officer Strategy and Improvement)
Internal Audit Update Report	To receive an update report on Internal Audit's work.	Sonya McDonald Head of Audit

16th March 2020		
Internal Audit Plan	To receive a report seeking views on the Internal Audit Plan for 2018/19	Sonya McDonald Head of Audit
Internal Audit Update Report	To receive an update report on Internal Audit's work.	Sonya McDonald Head of Audit
Annual Assurance Report on the Procurement, Policies and Practices	To receive the annual assurance report concerning Procurement, Policies and Practices	Victoria Bradshaw Chief Officer (Financial Services)
Annual Financial Management Report (Incorporating Capital) 2016/17	To receive the annual assurance report concerning Financial Planning and Management Arrangements at the Council	Victoria Bradshaw Chief Officer (Financial Services))
Treasury Management Annual Report	To receive the annually Treasury Management Report providing assurance on the processes used by the department	Victoria Bradshaw Chief Officer (Financial Services)
Information Governance Annual Report	To receive an annual Assurance report on the Council's Information Governance arrangements (Including addendum in respect of Caldicott Guardian Role)	Louise Whitworth, Head of Information Management and Governance
Draft Annual Report of the Committee	To receive and approve a draft annual report from the committee for presentation by the Chair at Full Council	Andy Hodson Head of Democratic Services