

## Performance and Governance Committee 2011/12 – Work Plan

Topic	10 January 2012	13 March 2012	June 2012	September 2012	November 2012
<b>Governance</b>	Update of the Council's Anti-Fraud and Corruption Strategy to reflect the requirements of the Bribery Act 2010 (commencement Order 2011).	Annual review of Terms of Reference			
<b>Internal Audit</b> (Irregularities to be reported confidentially as & when necessary)	Self-assessment of the effectiveness of the Committee Q2 Report	Internal Audit Plan Q3 Progress Report	Review of effectiveness of Internal Audit Annual Governance Statement Internal Audit Annual Report		
<b>Risk Management</b>	Update		Risk Management Plan		
<b>Accounts and External Audit</b>	District Auditor's Annual Audit Letter	Annual Audit Plan		Draft Statement of Accounts	

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<b>Treasury Management &amp; Investment Strategy</b>	Treasury Management Strategy 2012/13				Treasury Management Update
<b>Strategic Business &amp; Finance Planning</b> (Budget Strategy)	<del>Medium Term Financial Strategy</del> <i>To be incorporated within the Budget Report or Budget Strategy Document</i>				Budget Strategy
<b>Budget Monitoring</b>	November Figures	January Figures	Outturn Figures	July Figures	September figures
<b>Property</b>				Asset Management Property Review Update	
<b>Performance Management</b>		Performance Report	End of Year Results	Performance Report	Performance Report
<b>Other</b>					Annual Complaints Monitoring Report

\* The Professional Services Manager to produce a report on occupancy of the Argyle Road council building once MOAT has moved in.