

**Annual Board and Committee Work Plan**

Item	Q1	Q2	Q3	Q4
Budget - Approval	S			A,B
Annual Business Plan	B,S			
Annual Report (previous year)	B,S			
Year End Financial Statements	A,B,S			
Quarterly Financial Statements	A,B	A,B	A,B	A,B
Auditor's Report (previous year)	A,B,S			
Financial Auditor - Recommend/Approve	A,B,S			
KPIs - Review & Revise Measurement Categories		A,B	A,B	
Risk Register - Review (& Recommend)	A	A	A,B (City)	A
Risk Management (procedures & controls) - Review		A		
Strategic Plan - Review		C		
Board Charter - Review			C	
Board/ Committees Performance - Review (alternating years)				C,B
Board/CEO Succession & Board Term Review	C			
1/3 Policy - Review (amend)			C,B	
CP&G TOR - Review (amend)			C	
Audit & Accountability TOR - Review (amend)		A		
Internal Controls Environment - Review		A		
Disaster Recovery Plan - Review			A	
Records Management Policy & Procedures - Review				A
Annual Compensation - Recommend				C,B
Annual Performance & Incentives	C,B			
CEO Performance Review	C,B			

C - CP &amp;G Committee

A - Audit &amp; Accountability Committee

B - Board

S - Shareholder

City - City Audit Committee