



Audit & Standards Committee Forward Work Programme June 2012 – March 2013

Appendix 1

Category A = Statutory or other implied requirement
 Category B = Topics decided by the Committee
 Category C = Other
 Category D = Training & Awareness

Meeting Date	Agenda Item	Category	Decision Item Yes/No	Lead Officer/s	
26th June 2012	Localism Act 2011 changes to ethical governance – update and transitional arrangements (inc rec to advertise for IP)	A	Yes	Elizabeth Culbert	
	Complaints update	C	No	Brian Foley	
	Draft Work Plan for Audit and Standards Committee 2012/13	C	Yes	Ian Withers	
	Targeted Budget Management Provisional Outturn 2011/12	B	No	Nigel Manvell	
	Unaudited Statement of Accounts 2011/12	A	Yes	Nigel Manvell & Jane Strudwick	
	Review of the Effectiveness of the System of Internal Audit for 2011/12	A	No	Ian Withers	
	Draft Annual Governance Statement 2011/12	A	Yes	Ian Withers	
	Audit Commission: Progress Report 2012/13	A	No	Helen Thompson & Simon Mathers	
	Audit Committee Annual Report 2011/12	A	Yes	Ian Withers	
	Risk Management Programmes - 2011/12 (Outcome) and 2012/13 (Planned)	A	No	Jackie Algar	
	Internal Audit Annual Report and Opinion 2011/12	A	No	Ian Withers	
	Strategic Risk Register Update	A	No	Jackie Algar	
	Part 2 I360		B	No	Ian Withers
	Planned programme for focus on Strategic Risk Management Action Plans		A	No	Jackie Algar
25th September 2012	Proposed Code of Conduct for Members (for recommendation to full council for approval)	A	Yes	Elizabeth Culbert	
	Proposed investigation and assessment procedure (for recommendation to full council for approval)	A	Yes	Oliver Dixon	
	Arrangements for the register of Members interests	A	Yes	Mark Wall	



Audit & Standards Committee Forward Work Programme June 2012 – March 2013

Appendix 1

Category A = Statutory or other implied requirement
 Category B = Topics decided by the Committee
 Category C = Other
 Category D = Training & Awareness

Meeting Date	Agenda Item	Category	Decision Item Yes/No	Lead Officer/s
	Training programme for Members on Standards issues	D	Yes	Aaron Robin
	Complaints update	C	No	Brian Foley
	“Fighting Fraud Locally” The Local Government Fraud Strategy	D	No	Ian Withers
	Audit Commission: Progress Report 2012/13	A	No	Helen Thompson & Simon Mathers
	Audit Commission: Annual Governance Report 2011/12	A	Yes	Helen Thompson & Simon Mathers
	Statement of Accounts 2011/12	A	Yes	Nigel Manvell & Jane Strudwick
	Targeted Budget Management (TBM): Month 4	B	No	Nigel Manvell
	Internal Audit Progress Report 2012/13	A	No	Ian Withers
Part 2	Strategic Risk Management Action Plan Focus - SR8 Becoming a more Sustainable City - SR4 Economic Resilience and Sustainable Economic Growth - SR5 Citywide Employability	A	No	Jackie Algar
20th November 2012	Review of Council’s constitution – issues relevant to Audit and Standards Committee			Elizabeth Culbert
	Complaints update			Brian Foley
	Treasury Management Policy Statement 2012/13 (including Annual Investment Strategy 2012/13) – Mid year review	A	No	Peter Sargent
	Targeted Budget Management (TBM) Month 6	B	No	Nigel Manvell
	Ernst & Young: Progress Report 2012/13	A	No	Helen Thompson & Simon Mathers



Audit & Standards Committee Forward Work Programme June 2012 – March 2013

Appendix 1

Category A = Statutory or other implied requirement
 Category B = Topics decided by the Committee
 Category C = Other
 Category D = Training & Awareness

Meeting Date	Agenda Item	Category	Decision Item Yes/No	Lead Officer/s
	Ernst & Young: Annual Audit Letter 2011/12	A	No	Helen Thompson & Simon Mathers
	Internal Audit Progress Report 2012/13	A	No	Ian Withers
	Annual Governance Statement 2011/12 - Action Plan Progress Update	A	No	Ian Withers
	Request for Assurance from those Charged with Governance	A	No	Helen Thompson & Simon Mathers
	Strategic Risk Register Update	A	No	Jackie Algar
Part 2	Strategic Risk Management Action Plan Focus - SR2 Financial Outlook - SR11 Welfare Reform	A	No	Jackie Algar
22nd January 2013	Review of Council's Whistleblowing Policy	C	Yes	Ian Withers
	Complaints update	C	No	Brian Foley
	Ernst & Young: Progress Report 2012/13	A	No	Helen Thompson & Simon Mathers
	Ernst & Young: Annual Audit Letter 2011/12	A	No	Helen Thompson & Simon Mathers
	Internal Audit Progress Report 2012/13	A	No	Ian Withers
Part 2	Strategic Risk Management Action Plan Focus - SR 10 Information Governance Management - SR6 Safeguarding Vulnerable members of our community	A	No	Jackie Algar



Audit & Standards Committee Forward Work Programme June 2012 – March 2013

Appendix 1

Category A = Statutory or other implied requirement
 Category B = Topics decided by the Committee
 Category C = Other
 Category D = Training & Awareness

Meeting Date	Agenda Item	Category	Decision Item Yes/No	Lead Officer/s
19th March 2013 (request made to change timing to April)	Review of protocol on use of Council facilities (Member and Officer)	C	Yes	TBC
	Complaints update	C	No	Brian Foley
	Ernst & Young: Progress Report 2012/13	A	No	Helen Thompson & Simon Mathers
	Ernst & Young: Opinion Audit Plan 2012/13	A	No	Helen Thompson & Simon Mathers
	Assurances from the Audit Committee as the Body Charged with Governance	A	No	Ian Withers
	Targeted Budget Management (TBM) Month 11	B	No	Nigel Manvell
	Internal Audit Progress Report 2012/13	A	No	Ian Withers
	Risk Management Strategy 2013	B	No	Jackie Algar
Part 2	Strategic Risk Management Action Plan Focus - SR1 – Readiness for opportunities and impacts of localism - SR3 Pace and Volume of public sector change	A	No	Jackie Algar