

## Work Programme

Item 11

Committee: Standards and Audit

Year: 2012/2013

Item	Date Added	Request By (Members/Officers)	Lead Officer	Progress / Update required
<b>06 December 2012</b>				
Strategic/Corporate Risk and Opportunity Register – Quarter 3		Officers	Andy Owen	<ul style="list-style-type: none"> <li>▪ Update required (Quarter 4) – March 2013 meeting</li> </ul>
Internal Audit Progress Report 2012/13		Officers	Gary Clifford	<ul style="list-style-type: none"> <li>▪ Update – February 2013 meeting</li> </ul>
Follow up of High and Medium Recommendations		Officers	Gary Clifford	<ul style="list-style-type: none"> <li>▪ Update – March 2013 meeting</li> </ul>
Annual Audit Letter 2011/12 and Certification of Claims and Returns		Audit Commission	Martin Hone/ Wendy Borgartz /Debbie Hanson	<ul style="list-style-type: none"> <li>▪ No update required</li> </ul>
Work Programme		Members/Officers	Committee Clerk	<ul style="list-style-type: none"> <li>▪ No update required</li> </ul>
<b>16 January 2013 – CANCELLED</b>				
Care Proceedings - Update		Members	Gary Clifford	<ul style="list-style-type: none"> <li>▪ That the report be taken to the February 2013 meeting.</li> </ul>
Payroll Report -Update		Officers	Gary Clifford	<ul style="list-style-type: none"> <li>▪ That the report be taken to the March 2013 meeting</li> </ul>
Audit Charter and Audit Protocol	06.12.12	Officers	Gary Clifford	<ul style="list-style-type: none"> <li>▪ Deferred from the agenda due to new legislation being published in April 2013.</li> <li>▪ That the report be taken to the first meeting of the new municipal year.</li> </ul>

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Item	Date Added	Request By (Members/Officers)	Lead Officer	Progress / Update required
Transformation Agenda		Members	Jackie Hinchliffe / Chris Stephenson	<ul style="list-style-type: none"> <li>▪ That the report be taken to the February 2013 meeting.</li> </ul>
Work Programme		Members/Officers	Committee Clerk	<ul style="list-style-type: none"> <li>▪ No update required</li> </ul>
<b>06 February 2013</b>				
External Audit Progress		Ernst & Young	Martin Hone/ Wendy Borgartz /Debbie Hanson	<ul style="list-style-type: none"> <li>▪ No update required</li> </ul>
Update on the Corporate Fraud Team	06.12.12	Members	Martin Hone / Sean Clark	<ul style="list-style-type: none"> <li>▪ Deferred from the agenda as officers await information.</li> <li>▪ That the report be taken to the next available meeting.</li> </ul>
Internal Audit – Progress Report		Officers	Gary Clifford	<ul style="list-style-type: none"> <li>▪ Members requested an update on a Primary School which had been in the local press to be taken to the March 2013 meeting.</li> </ul>
Care Proceedings – Update	20.9.12	Members	Gary Clifford	<ul style="list-style-type: none"> <li>▪ Carried forward from January 2013 meeting.</li> <li>▪ Members asked for an update to be taken to the March 2013 meeting as per the report.</li> </ul>
Transformation Agenda		Members	Martin Whiteley/Jackie Hinchliffe / Chris Stephenson	<ul style="list-style-type: none"> <li>▪ Carried forward from January 2013 meeting</li> </ul>
Work Programme		Members/Officers	Committee Clerk	<ul style="list-style-type: none"> <li>▪ Members request an additional meeting in April 2013.</li> </ul>

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<b>06 March 2013</b>				
Audit Plan	06.2.13	Ernst & Young	Martin Hone/ Wendy Borgartz & Debbie Hanson	
Review of the Strategic/Corporate Risk and Opportunity Register – Quarter 4	06.12.12	Members/Officers	Andy Owen	
Follow up of Previous Internal Audit Recommendations		Members/Officers	Gary Clifford	
Payroll (including HR) – Internal Audit Report	06.02.13	Members	Gary Clifford	<ul style="list-style-type: none"> <li>▪ Carried forward from January 2013 meeting</li> </ul>
Progress Report and Follow-Up of High and Medium Recommendations	06.02.13	Members	Gary Clifford	
Manor School – Internal Audit Report				
Work Programme		Members/Officers	Committee Clerk	
<b>(April 2013)</b>				
Business Continuity and Business Recovery update		Members	Gavin Dennett & Nigel Byatt	
Standards Report from the Monitoring Officer	06.12.12	Members	Fiona Taylor	
Update on the	06.02.13	Members	Martin Hone / Sean	

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Corporate Fraud Team			Clark	
Work Programme for 2013-2014		Members/ Officers	Democratic Services Clerk	
<b>To Be Allocated</b>				
Monitoring the Accounts		Members/ Officers	Martin Hone/ Sean Clark	

Full details of Member's decisions can be viewed in the Minutes on the Council's Committee Management Information System - <http://democracy.thurrock.gov.uk/thurrock/>

### **FOR CONSIDERATION**

There are currently no items for consideration.