

REPORT TO: Audit and Governance Committee

MEETING DATE: 13 November 2012

BY: Chief Executive

SUBJECT: Annual Work Programme

1 PURPOSE

- 1.1 This report provides the Committee with the updated annual work programme.

2 RECOMMENDATIONS

- 2.1 Committee is requested to note the annual work programme (Appendix 1) and provide guidance on additional reports the Committee would like to be included in the work programme.

3 BACKGROUND

- 3.1 The Audit and Governance Committee, 18th September 2012 agreed an annual work programme.
- 3.2 The annual work programme (see Appendix 1) includes five categories/columns reflecting the main areas of the Committee's remit:
- Internal Audit Reports
 - External Audit Reports
 - Audit Scotland reports
 - Governance
 - Risk.
- 3.3 The work programme will be updated for each meeting of the Committee to take account of notification of forthcoming reports from Internal Audit, External Auditors and Audit Scotland and reports called for by the Committee.

4 POLICY IMPLICATIONS

- 4.1 The identification of items of business for the Committee's Work programme will assist in developing a programme of work that will meet the Committee's remit.

5 EQUALITIES IMPACT ASSESSMENT

- 5.1 This report is not applicable to the well being of equalities groups and an Equalities Impact Assessment is not required.

6 RESOURCE IMPLICATIONS

- 6.1 Financial – none
6.2 Personnel – none
6.3 Other – none

7 BACKGROUND PAPERS

- 7.1 Review of the Use of the Guide to Scrutiny and Review by the Audit and Governance Committee: Audit and Governance Committee, 19th June 2012
7.2 Annual Work Programme: Audit and Governance Committee, 18th September 2012

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DATE	2 nd November 2012

Appendix 1: Audit and Governance Committee Annual Work Plan

Date	Internal Audit Reports	External Audit Reports	Accounts Commission/ Audit Scotland reports	Governance	Risk
13/11/12	Residential Unit for Young People Travel and Subsistence Review of Statutory Performance Indicators		How Councils Work: Improving services through managing performance	Council Plan Council Improvement Plan 2012/13 monitoring report	Revised Risk Management Strategy
22/1/13	Rent Deposit Guarantee Scheme Adult Social Care – Framework Purchase Cards		Accounts Commission: Approaches to reduce reoffending		Corporate Risk Register Service Risk Registers
19/3/13	Adult Social Care – Care at Home Housing Allocations Electronic Document and Records Management System	Presentation of Audit Strategy and Plan Interim report	Accounts Commission: Health Inequalities	Council Improvement Plan 2012/13 monitoring report	Service Risk Registers
30/4/13	Income Collection Council Tax Payroll Leavers' Access Controls		Accounts Commission: Major Investments in Councils	Annual Governance Statement Council Improvement Plan 2013/14	Service Risk Registers

11/6/13	To be confirmed on adoption of 2013/14 Audit Plan		Assurance and Improvement Plan Update		Risk Strategy Update
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