



# Audit and Standards Committee

## Forward Plan 2020/21

If you would like to know more about our work programme, please get in touch with Lisa Andrews, Head of Audit & Financial Services, 01785 276402 or [lisa.andrews@staffordshire.gov.uk](mailto:lisa.andrews@staffordshire.gov.uk)

Item and Lead Officer	Date of Meeting	Links with Council strategic commissioning priorities	Detail	Action/Outcome
<b>20 April 2020 - CANCELLED</b>				
Strategic Risk Register - Update Report of the Director of Corporate Services Lead Officer: Lisa Andrews	Deferred to December 2020			
Annual Report on Information Governance Report of the Director of Corporate Services Lead Officer: Tracy Thorley	Deferred to 12 <sup>th</sup> October 2020			
Annual Report of the work of the Audit & Standards Committee Report of the Director of Corporate Services Lead Officer: Lisa Andrews	Deferred to April 2021			
Internal Audit Charter 2020/21 Report of the County Treasurer Lead Officer: Debbie Harris	Deferred to 30 <sup>th</sup> July 2020			
Internal Audit Plan 2020/21 Report of the County Treasurer Lead Officer: Debbie Harris	Circulated remotely for approval			
Development of an assurance framework Report of County Treasurer Lead Officer: Debbie Harris	Deferred to February 2021			

Item and Lead Officer	Date of Meeting	Links with Council strategic commissioning priorities	Detail	Action/Outcome
External Audit Plan 2019/20 Report of Ernst & Young	To be confirmed			
Staffordshire Pension Fund Audit Planning Report 2019/20 Report of Ernst & Young	To be confirmed			
Proposed changes to the Constitution As required	As required			
Forward Plan for the Audit and Standards Committee Lead Officer: Lisa Andrews	All meetings			
PART TWO EXEMPT Internal Audit Special Investigation/limited/ Top Risk Areas reports (Part 2 items)	As required			Part 2 items - Exemption paragraph 3.
PART TWO EXEMPT Cyber Essentials Update: Tracy Thorley/Natalie Morrisey	To be confirmed		Regular Update to members on Multi agency exercise in November 2019	
<b>22 June 2020 - CANCELLED</b>				
Code of Corporate Governance – Update Report of the Director of Corporate Services Lead Officer: Lisa Andrews Head of Audit and Financial Services	Deferred to 30 <sup>th</sup> July 2020			
Internal Audit Outturn Report 2019/20 Report of the County Treasurer Lead Officer: Debbie Harris	Deferred to 30 <sup>th</sup> July 2020			
Report of the Standards Panel. Report of the Director of Corporate Services. Lead Officer: Ann-Marie Davidson	To be confirmed			
Local Government Audit Committee Briefing – update report of Ernst & Young	Deferred to 12 <sup>th</sup> October			

Item and Lead Officer	Date of Meeting	Links with Council strategic commissioning priorities	Detail	Action/Outcome
	2020			
Proposed changes to the Constitution As required	As required			
Forward Plan for the Audit & Standards Committee Lead Officer: Lisa Andrews, Head of Audit & Financial Services	Deferred to 30 <sup>th</sup> July 2020			
PART TWO Exempt – Internal Audit Special Investigations/Reports of Limited Assurance/Top Ten Risk Areas	Deferred to 30 <sup>th</sup> July 2020			
PART TWO Exempt Update on Property Governance – Implementation of previous recommendations.	Deferred to 12 <sup>th</sup> October 2020			
PART TWO Exempt Update on Deer Call Out Services – Implementation of previous recommendations.	Deferred to 12 <sup>th</sup> October 2020			
PART TWO Exempt Update on Approved Mental Health Professionals – Implementation of previous recommendations.	Deferred to 12 <sup>th</sup> October 2020			
<b>30 July 2020</b>				
National Code of Conduct for Elected Members. Report of the Director of Corporate Services Lead Officer: Julie Plant				
Internal Audit Charter 2020/21 Report of the County Treasurer Lead Officer: Debbie Harris				
Forward Plan for the Audit and Standards Committee				

Item and Lead Officer	Date of Meeting	Links with Council strategic commissioning priorities	Detail	Action/Outcome
Lead Officer: Lisa Andrews				
Code of Corporate Governance – Update Report of the Director of Corporate Services Lead Officer: Lisa Andrews Head of Audit and Financial Services				
Fraud Risks – The Impact of COVID 19 Presentation by Lisa Andrews & Debbie Harris				
Internal Audit Outturn Report 2019/20 Report of the County Treasurer Lead Officer: Debbie Harris				
Annual Governance Statement 2019-20 Report of the Director of Corporate Services Lead Officer: Lisa Andrews	Deferred to 12 October 2020			
Training on Statement of Accounts	Deferred to 12 October 2020			
Statement of Accounts 2019-20 Presentation and Report of County Treasurer Lead Officer: Rachel Spain	Deferred to 12 October 2020			
Report to those charged with Governance (ISA 260) a) Staffordshire County Council Report of Ernst & Young	Deferred to 12 October 2020			
Report to those charged with Governance (ISA 260) b) Staffordshire Pension Fund Report of Ernst & Young	Deferred to 12 October 2020			
Local Government Audit Committee Briefing – update report of Ernst & Young	Deferred to 12 October 2020			
Proposed changes to the Constitution As required	As required			

Item and Lead Officer	Date of Meeting	Links with Council strategic commissioning priorities	Detail	Action/Outcome
PART TWO EXEMPT Internal Audit Special Investigation/limited/ Top Risk Areas reports ( <i>Part 2 items</i> ).	As required			
<b>12 October 2020</b>				
Annual Report on Information Governance Report of Director of Corporate Services Lead Officer: Tracy Thorley, Head of Business Support & Compliance & Natalie Morrissey, Information Governance Manager	Moved from April 2020			
Code of Conduct for Members - Report on the Management of Complaints Report of Director of Corporate Services Lead Officer: Julie Plant				
Member's Family Policy Report of Director of Corporate Services Lead Officer: Chris Ebberley				
National Fraud Initiative (2020) Report of the County Treasurer Lead Officer: Debbie Harris				
Final Accounts 2019/20 Progress Report – verbal report of Ernst & Young	Moved from July 2020			
Proposed changes to the Constitution As required	As required			
Forward Plan for the Audit and Standards Committee Lead Officer: Lisa Andrews				
PART TWO EXEMPT Internal Audit Special Investigation/limited/ Top Risk Areas reports ( <i>Part 2 items</i> ).	As required			
PART TWO Exempt	Moved from			

Item and Lead Officer	Date of Meeting	Links with Council strategic commissioning priorities	Detail	Action/Outcome
Update on Property Governance – Implementation of previous recommendations.	July 2020			
PART TWO Exempt Update on Approved Mental Health Professionals – Implementation of previous recommendations.	Moved from July 2020			
<b>8 December 2020 (2pm start)</b>				
Annual Governance Statement 2019-20 Report of the Director of Corporate Services Lead Officer: Lisa Andrews	Moved from 12 October 2020			
Training on Statement of Accounts	Moved from 12 October 2020			
Statement of Accounts 2019-20 Presentation and Report of County Treasurer Lead Officer: Rachel Spain	Moved from 12 October 2020			
Report to those charged with Governance (ISA 260) a) Staffordshire County Council Report of Ernst & Young	Moved from 12 October 2020			
Report to those charged with Governance (ISA 260) b) Staffordshire Pension Fund Report of Ernst & Young	Moved from 12 October 2020			
Strategic Risk Register – Update Review of COVID 19 Incident Management Team – lessons learnt exercise. Report of the Director of Corporate Services Lead Officer: Lisa Andrews/ Katie Weston				
Internal Audit Plan 2020/21 – Update Report of the County Treasurer				

Item and Lead Officer	Date of Meeting	Links with Council strategic commissioning priorities	Detail	Action/Outcome
Lead Officer: Debbie Harris				
Proposed changes to the Constitution	As required			
Forward Plan for the Audit and Standards Committee Lead Officer – Lisa Andrews				
PART TWO EXEMPT Internal Audit Special Investigation/limited/ Top Risk Areas reports <i>(Part 2 items)</i> .	As required			
PART TWO Exempt Update on SEND WSOA and Implementation of previous audit recommendations (including the work of Family Improvement Boards. Report of Assistant Director for Education Strategy and Improvement (to include as appropriate Cabinet Member for Education and SEND and Chairmen of Family Improvement Boards				
PART TWO Exempt Update on Deer Call Out Services – Implementation of previous recommendations	Moved from July 2020			
<b>9 February 2021</b>				
Overview of the Strategic Risks present within the Care Director System. Lead Officer: Richard Harling				
Health, Safety and Wellbeing Performance Annual Report Report of Director of Corporate Services Lead Officer: Becky Lee	Moved from December 2020			
Proposed changes to the Constitution	As required			
Forward Plan for the Audit and Standards Committee				

Item and Lead Officer	Date of Meeting	Links with Council strategic commissioning priorities	Detail	Action/Outcome
Lead Officer – Lisa Andrews				
PART TWO EXEMPT Internal Audit Special Investigation/limited/ Top Risk Areas reports <i>(Part 2 items)</i>	As required			
Third Party Access – progress report Lead Officer: Natalie Morrissey				
Local Government Association – Model Code of Conduct for Members – Proposed Adoption by Staffordshire County Council Lead Officer: Julie Plant				
<b>12 April 2021</b>				
External Audit Plan 2020/21 Report of Ernst & Young	Moved from February 2021			
Staffordshire Pension Fund Audit Plan 2020/21 Report of Ernst & Young	Moved from February 2021			
Annual Report of the work of the Audit & Standards Committee Report of the Director of Corporate Services Lead Officer: Lisa Andrews				
Internal Audit Charter 2021/22 Report of the County Treasurer Lead Officer Lisa Andrews				
Development of an assurance framework Report of County Treasurer Lead Officer: Debbie Harris	Moved from April 2020			
Proposed changes to the Constitution	As required			
Forward Plan for the Audit and Standards Committee Lead Officer: Lisa Andrews				



Item and Lead Officer	Date of Meeting	Links with Council strategic commissioning priorities	Detail	Action/Outcome
PART TWO EXEMPT Internal Audit Special Investigation/limited/ Top Risk Areas reports <i>(Part 2 items)</i> .	As required			
Special Guardianship Payments Arrangements – progress report Lead Officer – Deborah Ramsdale				
Review of Joint Funding & Billing CCG's Continuing Healthcare - Progress Report Lead Officer – Karen Webb				
Review of the arrangements in place to address the risks of Cyber Attack. Lead Officer – Natalie Morrisey				

#### Membership

Derek Davis, OBE	Philip Atkins, OBE
Alastair Little	David Brookes
Martyn Tittley (Chair)	Helen Fisher
Ann Edgeller	Keith Flunder
Paul Northcott	Keith James
Richard Ford	
Carolyn Trowbridge (Vice Chair)	
Ross Ward	
Bernard Williams	
Sue Woodward	

#### Calendar of Future Committee Meetings

**(All meetings at 10.00 a.m. unless otherwise stated)**

20 April 2020  
22 June 2020  
30 July 2020  
12 October 2020  
8 December 2020 \*\*\*\*14:00  
9 February 2021  
12 April 2021

Meetings usually take place at County Buildings, Martin Street, Stafford ST16 2LH