STROUD DISTRICT COUNCIL		**AGENDA ITEM NO**
AUDIT AND STANDARDS COMMITTEE		**5**
11 APRIL 2017		
WORK PROGRAMME		

1. In anticipation of the next civic year, the Committee is invited to start planning its annual work programme. It can add/subtract to the programme at each meeting.

2. Although the programme needs to include matters which have to be considered as a matter of law, the content of the programme should be driven by the Committee. The items listed below in Table 1, are those which Democratic Services has been informed will need to be considered; undoubtedly there are other matters to be added (e.g. Annual Governance Statement, Treasury Management Reports and External Audit Reports).

3. For the avoidance of doubt Table 2 below records the Committee's Information Sheets which have been circulated to all Members and which are available on the Hub / Council website.

Table 1 – Preliminary work programme for 2017/18

Proposed Meeting Date	Report Description	Responsible Officer / Member
4 July 2017	Work Programme for 2017/18	Chair
	Review of Procurement	Principal Procurement Officer / Legal Services Manager
	HRA Balances – Audit Update	Head of Audit
12 Sept 2017	Annual Code of Conduct / Standards Update (this may be via an Information Sheet if no decision is required)	Legal Services Manager
28 Nov 2017	Partnership Update	Head of Audit
	Annual Audit Letter	External Audit
6 Feb 2018		
10 Apr 2018	Annual Review of the Committee	Chair

Table 2 - Information sheets relevant to the Committee

Date sent & (Ref No)	Topic	Responsible Officer
22 Nov 2016 AS-2016/17-002	Internal Audit Information Sheet – - Internal Audit Activity Progress 2016/17 - Anti-Fraud and Corruption Policy Statement and Strategy	Head of Audit
24 Jan 2017- SR2016/17-002	Review of Council Tax and Business Rates Direct Debit Payment Issues	Strategic Head (Customer Services)
Pending	Review of the Procurement Action Plan	Principal Procurement Officer / Legal Services Manager
Pending	Update on Brimscombe Port	Head of Asset Management