

Audit, Governance and Standards Committee – Work Programme 2019 - 2021**Agenda item 6
AGS/45/19**

Meeting	Topic	Author	Notes
9 December 2019	Internal Audit and Counter Fraud progress report	Paula Clowes, Head of Assurance	
	Internal Audit Charter Annual Review	Paula Clowes, Head of Assurance	Annual report
	Counter Fraud and Anti-Bribery Strategy	Paula Clowes, Head of Assurance	Review of existing policy (every 2 years)
	Anti-Money Laundering Policy	Paula Clowes, Head of Assurance	Review of existing policy (every 2 years)
	Review of Standards Investigation Procedure	Paul Turner, Director, Legal and Assurance	Revision to existing procedure
	Review of the Terms of Reference and duties of the Audit, Governance and Standards Committee	Paul Turner, Director, Legal and Assurance	
Meeting	Topic	Author	Notes
23 March 2020	Internal Audit and Counter Fraud progress report	Paula Clowes, Head of Assurance	
	Arrangements for the closure of the 2019/2020 Accounts	Nicole Wood, Executive Director, Finance and Technology and Christine Golding, Chief	

2019/20 Audit Plans for Essex County Council and the Essex Pension Fund

Accountant.
Nicole Wood, Executive
Director, Finance and
Technology

Regulation of Investigatory Powers Act 2000 - review of activity on use of Directed Surveillance and Covert Human Intelligence Sources (CHIS)

Paul Turner, Director,
Legal and Assurance

Approval of Internal Audit and Counter Fraud Plan for 2020/21

Paula Clowes, Head of
Assurance

Meeting	Topic	Author	Notes
1 June 2020	Internal Audit and Counter Fraud Annual Report for the year ended 31 March 2020	Paula Clowes, Head of Assurance	
	To receive the Draft Statement of Accounts 2019/2020 and the Draft Annual Governance Statement	Nicole Wood, Executive Director, Finance and Technology and Christine Golding, Chief Accountant.	

Meeting	Topic	Author	Notes
27 July 2020	To Approve the Statement of Accounts 2019/2020 and the Annual Governance Statement	Nicole Wood, Executive Director, Finance and Technology and Christine Golding, Chief Accountant.	

2019/2020 Audit Completion Report for the Essex Pension Fund (from external auditor)

Nicole Wood, Executive Director, Finance and Technology and Christine Golding, Chief Accountant.

Annual report

2019/2020 Audit Completion Report for Essex County Council (from external auditor)

Nicole Wood, Executive Director, Finance and Technology and Christine Golding, Chief Accountant.

Annual report

Meeting	Topic	Author	Notes
14 September 2020	Internal Audit and Counter Fraud progress report	Paula Clowes, Head of Assurance	
	Annual Audit Letter – 2019/20 To formally present the External Auditor's Annual Audit Letter for the year ending 31 March 2020	From external auditors	Annual report
	Updating of Risk Management Strategy 2017-2021	Paula Clowes, Head of Assurance	Annual report
Meeting	Topic	Author	Notes
7 December 2020	Internal Audit and Counter Fraud progress report	Paula Clowes, Head of Assurance	
Meeting	Topic	Author	Notes
22 March 2021	Internal Audit and Counter Fraud progress report	Paula Clowes, Head of Assurance	

Arrangements for the closure of the 2020/2021 Accounts	Nicole Wood, Executive Director, Finance and Technology and Christine Golding, Chief Accountant.
2020/21 Audit Plans for Essex County Council and the Essex Pension Fund	Nicole Wood, Executive Director, Finance and Technology
Regulation of Investigatory Powers Act 2000 - review of activity on use of Directed Surveillance and Covert Human Intelligence Sources (CHIS)	Paul Turner, Director, Legal and Assurance
Approval of annual Internal Audit and Counter Fraud Plan for 2021/22	Paula Clowes, Head of Assurance