

**Open Report on behalf of Pete Moore, Executive Director Resources & Community Safety**

Report to:	<b>Audit Committee</b>
Date:	<b>14 November 2011</b>
Subject:	<b>Work Plan</b>

**Summary:**

This report provides the Committee with information on progress on agreed actions and its work plan up to March 2012.

**Recommendation(s):**

- Review the progress of agreed actions in Appendix A, and
- Review the work plan set out in Appendix B and identify any changes.
- Agree agenda items for the 30th January 2012 Committee

**Background**

- 1.1 An agreed action plan has been pulled together to help the Committee keep track of actions agreed during meetings or workshops (see Appendix A).
- 1.2 A work plan has based on the core activities of the Committee as set out in its terms of reference and best practice (see Appendix B).
- 1.3 The meeting on the 30<sup>th</sup> January 2012 has been scheduled to enable the Committee to explore a topics and / or risks in more detail. We propose to bring the updated Strategic Risk Register to the committee and our final Assurance Map. Is there anything else members would like on the agenda?

**Conclusion**

- 2.1 The work plan helps the Committee monitor its work programme and keep track of areas it requires further work and / or assurance.

## Consultation

### a) Policy Proofing Actions Required

Not applicable

## Appendices

These are listed below and attached at the back of the report	
Appendix A	Agreed Actions
Appendix B	Work Plan to March 2012

## Background Papers

No background papers within Section 100D of the Local Government Act 1972 were used in the preparation of this report.

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