

## Finance and Audit Scrutiny Committee WORK PROGRAMME 2019/20

**17 December 2019**

Title	Audit Item or Scrutiny Item	Format	Lead Officer/ Councillor	Next report date if applicable	Completion date
Internal Audit Quarter 2 2019/20 Progress Report	Audit	Written report followed by Q&A	Richard Barr		Quarterly
Environment & Business - Service Area Update	Scrutiny	Written report followed by Q&A	Dave Barber & Marianne Rolfe/ PH Environment & Business		Annually
Closure of Accounts Review	Scrutiny	Item on the Executive agenda	Andrew Rollins / Cllr Hales		
Financial update on Covent Garden Car Park	Scrutiny	Written report followed by Q&A	Paul Garrison / Bill Hunt / Cllr Norris		
Update on financial implications of delaying HQ move	Scrutiny	Written report followed by Q&A	Chris Elliott / Cllr Day		

**11 February 2020**

Title	Audit Item or Scrutiny Item	Format	Lead Officer/ Councillor	Next report date if applicable	Completion date
Strategic Leadership/Chief Executive – Service Area Update	Scrutiny	Written report followed by Q&A	Chris Elliott / Leader of the Council		Annually

**17 March 2020**

Title	Audit Item or Scrutiny Item	Format	Lead Officer/ Councillor	Next report date if applicable	Completion date
Internal Audit Quarter 3 2019/20 Progress Report	Audit	Written report followed by Q&A	Richard Barr		Quarterly
Internal Audit Strategic Plan (2020/21 to 2022/23 plan)	Audit	Written report followed by Q&A	Richard Barr		Annually
Culture – Service Area Update	Scrutiny	Written report followed by Q&A	Rose Winship / PH Culture		Annually
Significant Business Risk Register	Scrutiny	Item on the Executive agenda	Richard Barr / Cllr Day		

**21 April 2020**

Title	Audit Item or Scrutiny Item	Format	Lead Officer/ Councillor	Next report date if applicable	Completion date
Procurement full year review	Scrutiny	Written report followed by Q&A	Becky Reading		
Health & Community Protection – Service Area Update	Scrutiny	Written report followed by Q&A	Marianne Rolfe / PH H&CP		Annually
Significant Business Risk Register	Scrutiny	Item on the Executive agenda	Richard Barr / Cllr Day		

In addition to the above the Committee have agreed to receive quarterly reports on the introduction of the new Financial Management System, once the project initiation document is agreed by the Executive.

<b>Service Area Update Rota</b>
Finance
Housing & Property
Neighbourhood Services
Development Services
Environment & Business
Chief Executives
Culture
Health & Community Protection