

Finance and Audit Scrutiny Committee WORK PROGRAMME 2019/20

20 August 2019

Title	Audit Item or Scrutiny Item	Format	Lead Officer/ Councillor	Next report date if applicable	Completion date
Housing & Property – Service Area Update	Scrutiny	Written report follow by Q&A	Lisa Barker / PH H&P		Annually
Risk Management Annual Report	Audit	Item on the Executive agenda	Richard Barr / Cllr Day		Annually
Internal Audit Quarter 1 2019/20 Progress Report	Audit	Written report followed by Q&A	Richard Barr		Quarterly
Closure of Accounts Review	Scrutiny	Item on the Executive agenda	Andy Jones / Cllr Hales		

26 September 2019

Title	Audit Item or Scrutiny Item	Format	Lead Officer/ Councillor	Next report date if applicable	Completion date
Procurement Strategy half year update	Scrutiny	Written report followed by Q&A	Becky Reading		
Annual Governance Statement Quarter 1 Action Plan Report	Audit	Written report followed by Q&A	Richard Barr		Quarterly
Neighbourhood Services – Service Area Update	Scrutiny	Written report followed by Q&A	Rob Hoof / PH Neighbourhood Services		Annually
Significant Business Risk Register	Scrutiny	Item on the Executive agenda	Richard Barr / Cllr Day		
Closure of Accounts Review	Scrutiny	Item on the Executive agenda	Andy Jones / Cllr Hales		
Review of Pump Room Gardens project. Setting out lessons Learned. To include recommendations for similar projects in the future.	Scrutiny	Written report followed by Q&A	Rob Hoof / Cllr Norris		
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		

12 November 2019

Title	Audit Item or Scrutiny Item	Format	Lead Officer/ Councillor	Next report date if applicable	Completion date
National Fraud Initiative Update	Audit	Written report followed by Q&A	Richard Barr		
Corporate Fraud Update	Audit	Written report followed by Q&A	Andrea Wyatt		
Treasury Management Half Year Review	Audit	Written report followed by Q&A	Richard Wilson		Half Yearly
Use of Parent Companies Update Report	Audit	Written report followed by Q&A	Mike Snow		
Development Services - Service Area Update	Scrutiny	Written report followed by Q&A	Dave Barber / PH Development Services		Annually
Closure of Accounts Review	Scrutiny	Item on the Executive agenda	Andy Jones / Cllr Hales		

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
Annual Governance Statement Quarter 2 Action Plan 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 / PH Environment & Business		Annually
Closure of Accounts Review	Scrutiny	Item on the Executive agenda	Andy Jones / Cllr Hales		

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
Annual Governance Statement Quarter 3 Action Plan 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.

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