

FINANCE & AUDIT SCRUTINY COMMITTEE

WORK PLAN 2012/13

11 SEPTEMBER 2012

AUDIT ITEMS

1	Internal Audit Quarterly Report Quarter 1 2012/13	Report	Richard Barr	Quarterly report
2	Housing Tax Benefit Fraud Policy And Strategy	Report	Andrea Wyatt	F&A 10 July 2012 – minutes 37 & 42

26 SEPTEMBER 2012

AUDIT ITEMS

1	Statement of Accounts	Report	Mike Snow	Annual report to meet statutory deadline
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9 OCTOBER 2012

AUDIT ITEMS

1	Risk Management Annual Report	Report	Richard Barr	Annual report – delayed from September
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SCRUTINY ITEMS

2	Service Risk Register Presentation – Neighbourhood Services			Approved by Executive 11.01.12 – minute 115
3	Housing Benefit Fraud Annual Report	Report	Andrea Wyatt	Annual report
4	Rural/Urban Capital Improvement Scheme Update	Report	Chris Brown / Philip Morgan	Requested at 10/01/12 F&A meeting - minute 110.

13 NOVEMBER 2012**AUDIT ITEMS**

1	Treasury Management Activity Report 2012/13	Report	Roger Wyton	Biannual report (previously quarterly)
2	Annual Audit Letter	Report	Mike Snow	Annual report

No scheduled scrutiny items**11 DECEMBER 2012****AUDIT ITEMS**

1	Internal Audit Quarterly Report – Quarter 2 2012/13	Report	Richard Barr	Quarterly report
2	Housing Business Plan Performance Management Update	Report	Jameel Malik / Abigail Hay	6 monthly update report (F&A 19 June 2012 – minute 24)

SCRUTINY ITEMS

3	Managing Events in the District Experiment - Review	Report		Agreed by F&A 19 June 2012 – minute 32 (Exec item 10)
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8 JANUARY 2013**SCRUTINY ITEMS**

1	Service Risk Register Presentation – Corporate & Community Services			Approved by Executive 11.01.12 – minute 115
2	Rural/Urban Capital Improvement Scheme Update	Report	Chris Brown	F&A 10/01/12 - minute 110
3	Procurement Bi-Annual Report	Report	Mel Gillman	

No scheduled audit items**12 FEBRUARY 2013****No scheduled items**

12 MARCH 2013**AUDIT ITEMS**

1	Audit Plan 2013/14	Report	Richard Barr	
2	Internal Audit Quarterly Report Quarter 3 2012/13	Report	Richard Barr	Quarterly report
3	External Audit Certification of Claims and Returns Annual Report	Report		Annual Report
4	Review of Effectiveness of Internal Audit – Update on Action Plan	Report	Richard Barr	

No scheduled scrutiny items**16 APRIL 2013****AUDIT ITEMS**

1	Update on Annual Memberships at Gyms	Report	Richard Barr	
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SCRUTINY ITEMS

2	Service Risk Register Presentation – Housing & Property Services			Approved by Executive 11.01.12 – minute 115
3	Update on Royal Spa Centre Business Plan	Report		

8 MAY 2013**AUDIT ITEMS**

1	Treasury Management Activity Report 2012/13	Report	Roger Wyton	Biannual report
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SCRUTINY ITEMS

2	End of Term Report	Report	Peter Dixon / Chair	Annual housekeeping report
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ITEMS TO BE SCHEDULED

- Review of the refuse collection contract, at an appropriate time to be confirmed with the Head Of Neighbourhood Services (12/07/11 minute 32)