

Audit And Accounts Committee Forward Agenda Plan

Note Group Leaders decided on 20th October to allow Committee to now make decisions on whether information reports would be included on future agendas. Please note this may change again as the Covid-19 crisis deepens if there is a need to again redeploy staff to emergency support areas

COMMITTEE DATE 2.00 P.M. TUESDAY 26 th January 2021			
Deadline for reports to be with Democratic Services: Mid-day Wednesday 13 th January 2021	Frequency of report	Corporate/Service Director /external officer responsible	Report author
Debt Management Six Monthly Progress Update	Every six months January and June unless there is a request for additional updates	Head of Revenue and Benefits	Robin Bates
Statement of Update Accounts Process – Action / Improvement Plan	Monitoring each meeting	Head of Finance and Deputy Section 151 Officer / Strategic Finance Manager - Corporate Finance	Tom Kelly, Ellie Tod
Performance Report Quarter 2	Quarterly	Head of Business Intelligence	Tom Barden
Integrated Finance Monitoring Report	Each Cycle - would always be one that had already been through General Purposes Committee or was	Chief Finance Officer	Tom Kelly / Rebecca Barnes

	going the same day		
Six Monthly Report in respect of Consultancy expenditure and compliance with the Policy		Head of People HR/ Procurement	Martin Cox / Sarah Haig
Safer Recruitment in Schools Update	Tri-annual Termly	Senior Education Adviser	Diane Stygal
Internal Audit Progress Report Including Progress of Implementation of Management Actions and Internal Audit Plan Update) Relevant officers to attend the Committee to be invited by Head of Internal Audit where management actions have gone beyond the next agreed target date	Each meeting other than the meeting when the IA Annual Audit Plan Report (usually March) is received or the special meeting to consider the draft accounts (June or July)	Head of Internal Audit	Neil Hunter / Mairead Claydon
Agenda Plan	Each meeting	Chief Internal Auditor / Democratic Services / Chairman and Vice Chairman in a Chairman briefing	Duncan Wilkinson / Ro Sanderson Cllr Shellens / Cllr Rogers
COMMITTEE DATE 2.00 P.M. TUESDAY 23rd March 2021			
Deadline for reports to be with Democratic Services: Mid-day Wednesday 10 th March 2021	Frequency of report	Corporate/Service Director /external officer responsible	Report author
Statement of Accounts Process – Action / Improvement Plan	Monitoring each meeting	Head of Finance and Deputy Section 151 Officer / Strategic Finance Manager - Corporate Finance	Tom Kelly, Ellie Tod
Whistle Blowing Annual Review	Annual	LGSS Head of Internal	Neil Hunter / Mairead

		Audit / Audit and Risk Manager	Claydon
Integrated Finance Monitoring Report	Each Cycle - would always be one that had already been through General Purposes Committee or was going the same day	Chief Finance Officer	Tom Kelly / Rebecca Barnes
Safer Recruitment in Schools Update	Tri-annual Termly	Senior Education Adviser	Diane Stygal
Transformation Fund Monitoring Report Quarter 3	Quarterly Update	Head of Transformation	Kelly Allen
Internal Audit Progress Report Including Progress of Implementation of Management Actions and Internal Audit Plan Update) Relevant officers to attend the Committee to be invited by Head of Internal Audit where management actions have gone beyond the next agreed target date	Each meeting other than the meeting when the IA Annual Audit Plan Report (usually March) is received or the special meeting to consider the draft accounts (June or July)	LGSS Head of Internal Audit / Audit and Risk Manager	Neil Hunter / Mairead Claydon
Agenda Plan	Each meeting	Chief Internal Auditor / Democratic Services / Chairman and Vice Chairman in a Chairman briefing	Duncan Wilkinson / Ro Sanderson Cllr Shellens / Cllr Rogers

Reports to be programmed as currently still the subject of ongoing investigations / additional work required

BDO External Audit Final report on investigations into Objections to the 2016/17 and 17-18 Accounts		Council's previous External Auditors - BDO	Lisa Clampin
<p>FACT, HACT and ESACT Recovery of Monies</p> <p>This is currently the subject of a Police investigation</p> <p>When the report eventually comes forward it may require a separate confidential appendix as it may contains business sensitive information for the Council and other parties. This is being led by FACT and so until negotiations are concluded is still business sensitive in terms of providing updates for the Committee.</p>	One-off Report	Chief Finance Officer / Service Director Highways and Finance	Chris Malyon
County Farms Tenancy Audit	One off Report likely to be at the same meeting as the report below	Chief Internal Auditor Head of Internal Audit / Audit and Risk Manager	Duncan Wilkinson Neil Hunter /
Manor Farm Tenancy Investigation (May have a confidential appendix to be confirmed) This will require a separate meeting	One off investigation	Chief Internal Auditor Head of Internal Audit / Audit and Risk Manager	Duncan Wilkinson Neil Hunter

Update 16th November 2020