

Audit and Accounts Committee Forward Agenda Plan

Updated 23rd May 2022

The following are standing agenda items which are considered at every Committee meeting:

- Minutes of previous meeting and Action Log
- Financial Reporting and Related Matters Update – Monitoring at each meeting, covering Integrated Finance Monitoring Report. Lead officers: Tom Kelly/Justine Hartley/Michelle Parker
- Internal Audit Progress Report including progress of Implementation of Management Actions, Internal Audit Plan Update and Update on the value of the National Fraud Initiative. 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. Lead Officers: Neil Hunter/Mairead Claydon
- Agenda Plan/Training

Meeting Date/ (report deadline)	Report title	Frequency of report	Director/ responsible officer	Report author
31/05/22 (17/05/22)	Annual Procurement Report	Annual	Section 151 Officer/ Head of Procurement	Tom Kelly Clare Ellis
	Draft Annual Governance Statement	Annual	Head of Internal Audit	Mairead Claydon
	Annual Internal Audit Report	Annual	Head of Internal Audit	Mairead Claydon
	Consultancy Report	Six monthly	HR/ Procurement	Janet Aitkin
	External Auditors' VFM Conclusion for year ended 31/03/18	-	External Auditor (BDO)	Lisa Blake/Barry Pryke
	Audit Results Report Addendum for year ended 31/03/21	-	External Auditor (EY)	Mark Hodgson
	Performance Management Framework		Head of Business Intelligence	Tom Barden
	Debt Management Six Monthly Progress Update	Six monthly	Head of Revenue & Benefits	Alison Balcombe
	Major Infrastructure Delivery Update	-	Executive Director – Place & Economy	Steve Cox
	Manor Farm Update	-	Monitoring Officer	Fiona McMillan

Meeting Date/ (report deadline)	Report title	Frequency of report	Director/ responsible officer	Report author
22/07/22 (14/07/22)	Draft Cambridgeshire County Council Accounts 2021-22	Annual	Strategic Finance Manager	Eleanor Tod
	Draft Annual Governance Statement 2021-22	Annual	Head of Internal Audit / Audit and Risk Manager	Neil Hunter
	Draft Cambridgeshire County Council Pension Fund Annual Report and Statement of Accounts	Annual	Strategic Finance Manager	Eleanor Tod
	Draft Cambridgeshire Pension Fund External Audit Plan	Annual	External Auditor	Mark Hodgson, EY
	County Council External Audit Plan 2021-22	Annual	External Auditor	Mark Hodgson, EY
	Internal Audit Plan Annual Report 2021- 22	Annual	Head of Internal Audit / Audit and Risk Manager	Neil Hunter
	Annual Whistle Blowing Report	Annual	Head of Internal Audit / Audit and Risk Manager	Neil Hunter
Meeting Date/ (report deadline)	Report title	Frequency of report	Director/ responsible officer	Report author
29/09/22 (21/09/22)				
Meeting Date/ (report deadline)	Report title	Frequency of report	Director/ responsible officer	Report author
24/11/22 (16/11/22)	Debt Management Six Monthly Progress Update	Six monthly	Head of Revenue & Benefits	Alison Balcombe
Meeting Date/ (report deadline)	Report title	Frequency of report	Director/ responsible officer	Report author
09/02/23 (01/02/23)	External Audit Annual Plan	Annual	Ernst Young	Mark Hodgson

+ = indicates Exempt report

REPORTS TO BE PROGRAMMED AS SUBJECT TO ONGOING INVESTIGATIONS/ADDITIONAL WORK

<p>FACT, HACT and ESACT Recovery of Monies</p> <p>This is currently the subject of a Police investigation</p>	<p>One-off Report</p> <p>When the report comes forward it may require a separate confidential appendix if it contains commercially sensitive information for the Council and other parties. This is being led by FACT and so until negotiations are concluded, any updates remain commercially sensitive.</p>	<p>Director of Resources and Chief Financial Officer / Service Director Highways and Finance</p>	<p>Tom Kelly</p>
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