

CORPORATE COMMITTEE 31 MARCH 2022

Report title: Action Monitoring and Work Programme 2022-23

Wards: All

Portfolio: Cabinet Member for Finance and Performance: Councillor Andy Wilson

Report Authorised by: Fiona McDermott: Strategic Director for Finance and Investment

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Report summary

This report is to assist Corporate Committee in monitoring actions raised from previous meetings and also gives a summary of reports/items expected for future meetings.

Finance summary

There are no financial implications from approving the work programme.

Recommendations

1. To note the Corporate Committee's work programme for 2022-23 (Appendix A).
2. To note the Corporate Committee's actions monitoring log (Appendix B).

1. CONTEXT

- 1.1 The Corporate Committee receives a regular series of reports relating to the functions set out in paragraph 2.1 and 2.2, and these are listed in Appendix A. In addition to these reports the Committee can determine its own work programme based on its roles including acting as the Council's audit committee.

2. PROPOSAL AND REASONS

Terms of Reference

- 2.1 The Committee's terms of reference set out its remit as the Council's audit committee which includes oversight of the following areas where the Committee receives reports from officers and the Council's external auditor:
- a. Internal Audit and Investigation functions, including the consideration of strategies and policies, the annual assurance report, regular reports on completed work and performance of the external provider;
 - b. Risk management arrangements;
 - c. Corporate Governance arrangements;
 - d. Annual Governance Statement;
 - e. Whistle blowing arrangements;
 - f. Bribery Act arrangements;
 - g. Regulation of Investigatory Powers Act 2000;
 - h. Referrals from other committees;
 - i. External Audit annual letter and related reports; and,
 - j. Review the annual statement of accounts and accounting policies;
- 2.2 The Committee's terms of reference also include a number of non-audit responsibilities including the following where periodic reports are received and considered by the Committee:
- a. Approve the Council Tax base and the National Non-Domestic Rate base;
 - b. Reports produced by the Strategic Director for Finance and Investment or the Chief Finance Officer;
 - c. Reports on personnel-related issues and Health and safety at work;
 - d. Local Government Ombudsman reports;
 - e. Maintain the Council's Constitution (insofar as it relates to the discharge of non-executive functions) and Financial Regulations;
 - f. Trustee of Trusts;
 - g. Elections;
 - h. Nominations for Freedom of the Borough;
 - i. Orders for designated public places;
 - j. Rush Common Act 1806;
 - k. Naming of local streets and buildings; and,
 - l. Approve the Council's statement of accounts.

Work Programme Workshop

- 2.3 The Committee held an informal work programme workshop on 11 January 2022. The purpose of the meeting was to ensure that members had oversight on the items that were being considered by Corporate Committee for the 2022-23 municipal year. Therefore, the following was discussed:
- a. Corporate Committee and Overview and Scrutiny co-working arrangements;
 - b. Corporate Committee Draft work programme 2022-23;
 - c. Internal Audit (IA) forward plan; and,
 - d. Improving agenda papers.

- 2.4 Committee members requested that Scrutiny minutes were circulated to them once published. Members were subsequently added to the Scrutiny minute publication distribution list and the draft Corporate Committee work programme 2022-23 was noted.
- 2.5 Members were keen to have cyber security incorporated on the IA forward plan. The Chair of the Committee suggested that any requests for internal audit to review or sample a particular contractor should be sent directly to the Chief Audit Executive.
- 2.6 Furthermore, it was anticipated that future agenda papers would be shortened and avoid duplication of information; although, it was noted that the cover report was a statutory document that needed to be completed.

3. FINANCE

- 3.1 This report sets work for the Committee's oversight of the Council's financial administration for the year 2022-23. However, the report does not seek decisions which give rise to any direct capital or revenue financial implications.

4. LEGAL AND DEMOCRACY

- 4.1 There were no specific legal comments arising from this report.
- 4.2 There were no further comments from Democratic Services.

5. CONSULTATION AND CO-PRODUCTION

- 5.1 The Chair of Corporate Committee is regularly consulted on future items and general business that is likely to be presented to Corporate Committee.

6. RISK MANAGEMENT

- 6.1 An ineffective audit committee could result in inadequate governance, risk and control arrangements remaining unchallenged, resulting in increased risks of fraud, waste or error and the potential for adverse criticism from the external auditor or other agencies.

7. EQUALITIES IMPACT ASSESSMENT

- 7.1 None.

8. COMMUNITY SAFETY

- 8.1 None.

9. ORGANISATIONAL IMPLICATIONS

- 9.1 None.

10. TIMETABLE FOR IMPLEMENTATION

- 10.1 Not applicable.

AUDIT TRAIL

Name and Position/Title	Lambeth Directorate	Date Sent	Date Received	Comments in paragraph:
Fiona McDermott, Strategic Director	Finance and Investment	21.02.22	23.02.22	
Christina Thompson, Director of Finance and Property	Finance and Investment	21.02.22	28.02.22	
Andrew Pavlou, Principal Lawyer Governance	Legal and Governance	21.02.22	01.03.22	
Hamant Bharadia: Assistant Director of Strategic Finance	Finance and Investment	21.02.22	24.02.22	
Justin Martin, Internal Audit and Counter Fraud	PricewaterhouseCoopers	21.02.22	28.02.22	
David Rose, Democratic Services	Legal and Governance	21.02.22	21.02.22	

REPORT HISTORY

Original discussion with Cabinet Member	N/A
Report deadline	18.03.22
Date final report sent	01.03.22
Part II Exempt from Disclosure/confidential accompanying report?	No
Key decision report	No
Date first appeared on forward plan	N/A
Key decision reasons	N/A
Background information	N/A
Appendices	Appendix A – Corporate Committee Work Programme 2022-23 Appendix B - Corporate Committee Action Monitoring 2022-23