

## Essential Reference Paper B

### Performance, Audit & Governance Scrutiny (PAG) Committee Work Programme 2017/18

[NB. This is a working document and will be updated as and when appropriate]

Meeting Date	Topic	Lead Officer	Notes
<b>13 March 2017 Deadline 28<sup>th</sup> February 2018</b>	Financial Health Check Report(Oct – Dec 2017), incl section on performance	Isabel Brittain, Head of Strategic Finance	
	Review of the introduction of ‘pay-on-exit’ parking software	Andrew Pulham, Parking Manager	
	External Auditor 2017-18 Audit Plan	Auditor, Ernst & Young	
	Shared Anti-Fraud Service with draft plan for 2018/19 for approval	Nick Jennings HCC	<i>Training session was moved and provided on 21 November 2017</i>
	Shared Internal Audit Plan (SIAS) 2018/19	Alan Cooper, Client Audit Manager, SIAS, HCC	
	SIAS Audit Plan Update	Alan Cooper, Client Audit Manager, SIAS, HCC	
	Risk Management Monitoring Report (Oct to Dec 2017)	Isabel Brittain, Head of Strategic Finance/Graham Mully, Risk Assurance Officer	
	Annual Review of Risk Management Strategy	Isabel Brittain, Head of Strategic Finance/Graham Mully, Risk Assurance Officer OR Rob	Annual Update

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		Winterton, new Finance Manager	
	Evaluation of Scrutiny 17/18 and Work Programme	Fiona Corcoran, Scrutiny Officer	

### Other items/notes:

- Finance will continue to provide quarterly finance health checks for 2017-18. The dates for the quarterly finance healthchecks going forward: **Quarter 4 17/18 Healthcheck to go to first (May) PAG in 2018/19 Calendar**  
**Outturn (full year 2017/18) PAG – will go to PAG in July 2018**
- **Complaints lodged with the monitoring officer** - This will be as and when there are updates to report. (Alison Stuart, Head of Democratic and Legal Support Services)
- **Constitution Review** – Officer work ongoing and the Member Constitution Review group reconvened in December 2017 and will report to the Committee in due course. (Alison Stuart, Head of Democratic and Legal Support Services)
- **Shared Anti-Fraud Service (SAFS)** updates going forward:  
13.3.2018: 1. Report on SAFS Progress against EHC Anti-Fraud Action Plan 2017/2018.  
2. Proposed Anti-Fraud Action Plan for 2018/2019.

### Member Scrutiny Proposals - updates

- **IT Resilience:** Topic for scrutiny suggested at work planning workshop. Proposal form to be completed by Members.
- **Proposal Form received from PAG Member (Dec 17)** To examine the 6 month pilot project using an external company tasked to alleviate litter and dog dirt in the district. To be considered/scoped by officers.

**PERFORMANCE, AUDIT AND GOVERNANCE SCRUTINY – Deadlines for Papers**

<b>DATE OF MEETING</b>	<b>AGENDA DISPATCH</b>	<b>REPORT DEADLINE</b>
13 March 2018	5 March 2018	28 February 2018