

**House of Commons Administration Estimate Audit and Risk Assurance
Committees**

AC.2021.A.04

AGENDA

**Thursday 28th October 2021
2pm, CEB Meeting Room, PCH**

1. Matters to be raised before officials invited in **[1.50pm]**

At 2.00pm **Officials to be invited in**

2. Minutes, matters arising and interests **[2.05pm]**

AC.2021.M.03 Minutes from 070721

AC.2021.F.02 Forward Programme

Members will be asked to declare any relevant interests

3. Finance, Portfolio and Performance – Priorities and risks **[2.10pm]**

Consideration of paper – Finance: Role and Key Risks paper (AC.2021.P.32a)

Annex – Finance Risk (AC.2021.P.32b)

Mostaque Ahmed, Managing Director of Finance, Portfolio and Performance, will speak to this item

4. Finance Review **[2.25pm]**

Consideration of – Independent Review into Financial Management (AC.2021.P.33)

Marianne Cwynarski, Director General (Operations), will speak to this item

5. Risk approach and update **[2.35pm]**

Consideration of – Risk Approach (AC.2021.P.34),

Risk Update (AC.2021.P.35)

John Owen, Director of Strategic Business Resilience, and Mary Savvides, Corporate Risk Management Facilitator will speak to these items

6. NAO update **[2.50pm]**

Consideration of the paper – Management Letter on the 2020-21 financial statement audit (AC.2021.P.36)

Ioana Stefu, National Audit Office, will speak to this item

7. Internal Audit progress report **[3.05pm]**

Consideration of paper – Internal Audit Update Report (AC.2021.P.37)

Richard Stammers, Head of Internal Audit and Risk Management,, will speak to this item

8. Staff expenses audit **[3.20pm]**

Consideration of paper – Internal Audit on Staff Expenses (AC.2020.P.38)

Markos Koumaditis, Human Resources Director, People and Culture team, will speak to this item

9. Report from the Committee **[3.35pm]**

The Committee will be asked whether the Chair should report any issues to the Commission, and whether the Accounting Officer should report any issues to the Commons Executive Board

10.AOB **[3.40pm]**

Take note papers:

Sponsor Body R&R Quarterly Report (AC.2021.TN.08)

Hannah Bryce
Secretary to the Audit Committees

20 October 2021

Date of next meeting: 27th January 2022

Date of next joint meeting: 29th November 2021