

Audit and Scrutiny Committee

5 February 2026

COMMITTEE WORK PROGRAMME – FEBRUARY 2026

Head of Service:	Andrew Bircher, Assistant Director of Corporate Services
Report Author:	Will Mace, Corporate Governance & Strategy Manager
Wards affected:	(All Wards)
Appendices (attached):	None

Summary

This report presents the Committee with its rolling annual Work Programme.

Recommendation (s)

The Committee is asked to:

- (1) Note and agree the ongoing Work Programme as presented in Section 2.

1 Reason for Recommendation

- 1.1 Paragraph 4.6 of the Constitution states that the Committee “can scrutinise decisions made by the Full Council or policy committees”¹. Paragraphs 1.3(i) and 1.3(iii) of Annex 4.6 of the Council Operating Framework also states that the Committee “will be responsible for arranging the overview and scrutiny functions on behalf of the council” as well as “approving an annual overview and scrutiny Work Programme”². Therefore the Committee is able to maintain oversight of its Work Programme and make any additions or adjustments it wishes.

2 Background

- 2.1 The committee Work Programme is presented below. The programme includes reports that relate to the committee’s areas of responsibility, as stipulated in its terms of reference.³

¹See *Constitution of Epsom and Ewell Borough Council*, p.3. Online available: <https://democracy.epsom-ewell.gov.uk/ieListMeetings.aspx?CId=205&info=1&MD=Constitution> [Last accessed 29/08/2025]

² See *Council Operating Framework*, Annex 4.6: Overview, Audit and Scrutiny, p.1. Online available: <https://www.epsom-ewell.gov.uk/council/about-council/governance/council-operating-framework> [Last accessed 28/11/2025].

³ See *Constitution of Epsom and Ewell Borough Council: Appendix 3 – Terms of Reference for Full Council and Committees*. Online available: [Epsom and Ewell Democracy](https://www.epsom-ewell.gov.uk/council/about-council/governance/council-operating-framework) [last accessed 29/08/2025].

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2.2 Work Programme:

Meeting		Agenda
Past	17 July 2025	<ul style="list-style-type: none"> • Annual Internal Audit Conclusion 2024-2025 • Internal Audit: Progress Report • Annual Governance Statement 2024-2025 • Performance and Risk Report: 2024-25 End of Year Report • Use of Urgent Decisions Annual Report • Management Responses to the External Auditors' Report (6 February 2025) • Placeholder: External Audit Update – 2025/26 Audit Plan • Placeholder: LGO & ICO Updates– July 2025 • Local Government and Social Care Ombudsman Annual Letter 2024-2025 • Work Programme
Past	30 September 2025	<ul style="list-style-type: none"> • AP24/5/3 Performance Report • ICT Audit Actions Progress Report • Revenue Budget Monitoring – Quarter 1 (2025-2026) • Capital Budget Monitoring – Quarter 1 (2025-2026) • Internal Audit: Audit Plan 2025-2026 (Q3/Q4) • Internal Audit: Revised Internal Audit Charter 2025-2026 • Internal Audit: Strategy • Internal Audit: External Quality Assessment • Internal Audit: Progress Report • Management Responses to the External Auditors' Report • Performance & Risk Report - September 2025 • Placeholder: External Audit Update – 2025/26 Audit Plan • Placeholder: LGO & ICO Updates – September 2025 • Work Programme
Past	13 November 2025	<ul style="list-style-type: none"> • Revenue Budget Monitoring - Quarter 2 (2025-2026) • Capital Budget Monitoring - Quarter 2 (2025-2026) • Internal Audit: Progress Report • Code of Corporate Governance Annual Review • Counter-Fraud and Whistleblowing Annual Report (inc. gifts and hospitality) • Placeholder: LGO & ICO Updates – November 2025 • Work Programme
Present	5 February 2026	<ul style="list-style-type: none"> • Revenue Budget Monitoring – Quarter 3 (2025-2026) • Capital Budget Monitoring – Quarter 3 (2025-2026) • Community Safety Partnership Annual Report • Equity, Diversity and Inclusion Annual Report • Performance and Risk Report – February 2026 • Code of Corporate Governance Annual Review • External Audit Update • LGO & ICO Updates – February 2026

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		<ul style="list-style-type: none">• Work Programme
Future	19 March 2026	<ul style="list-style-type: none">• Internal Audit: Annual Plan 2026-2027 & Internal Audit Charter• Internal Audit: Progress Report• Internal Audit: External Quality Assessment – Results• FSAG Annual Treasury Management Report• Performance and Risk Report – March 2026• Committee Annual Report 2025-2026 (to be presented to Full Council)• Regulation of Investigatory Powers Act (2000) (RIPA) Annual Report• Annual Complaints Report• Annual Procurement Waiver Report 2025• Placeholder: External Audit Update• Placeholder: LGO & ICO Updates – March 2026• Placeholder: Priority Projects Update• Councillor Ames Report Request• Work Programme

2.3 It is proposed that the RIPA report for March 2026 is removed as the council does not currently carry out RIPA surveillance and in the previous years there has been nothing to report. Unless the situation changes between now and the March committee it is proposed that a report is not brought.

3 Call-in Requests

3.1 A Call-in request was received in January 2026, which at the time of writing, was under consideration by the Committee Chairs.

4 Risk Assessment

Legal or other duties

4.1 Equality Impact Assessment

4.1.1 No direct implications arising from this report.

4.2 Crime & Disorder

4.2.1 See this meeting's agenda.

4.3 Safeguarding

4.3.1 No direct implications arising from this report.

4.4 Dependencies

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4.4.1 The committee does rely on some of the council's partners, and other committees, such as internal and external audit, and the Community Safety Partnership to fulfil the Work Programme.

4.5 Other

4.5.1 No other direct implications arising from this report.

5 Financial Implications

5.1 None for the purposes of this report.

5.2 **Section 151 Officer's comments:** None arising from the contents of this report.

6 Legal Implications

6.1 None for the purposes of this report.

6.2 **Legal Officer's comments:** None arising from the contents of this report.

7 Policies, Plans & Partnerships

7.1 **Council's Key Priorities:** The following Key Priorities are engaged: N/A

7.2 **Service Plans:** The report is not included within the current Service Delivery Plan, although several items contained within are.

7.3 **Climate & Environmental Impact of recommendations:** No direct implications arising from this report.

7.4 **Sustainability Policy & Community Safety Implications:** No direct implications arising from this report.

7.5 **Partnerships:** No direct implications arising from this report.

8 Background papers

8.1 The documents referred to in compiling this report are as follows:

Previous reports:

- Committee Work Programme, *Audit and Scrutiny Committee*, 13th November 2025. Online available: <https://democracy.epsom-ewell.gov.uk/ieListDocuments.aspx?CId=157&MId=1798> [last accessed 28/11/2025].

Other papers:

- None.