



HM TREASURY

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3 March 2005

Dear HIA

HIA 01/05

Improving Financial Management – IA Briefing Meeting

A meeting for internal auditors has been arranged in Treasury on **Tuesday 5 April 2005**, the meeting will start at 09:30 and lunch will be provided.

The main purpose of the meeting is to brief internal auditors on the generic issues emerging from the current programme of Financial Management Reviews being undertaken by the Government Financial Management Directorate [GFM] in Treasury. The programme of reviews was announced in the SR04 White Paper and is looking at the effectiveness of financial management across government. So far reviews have been conducted in the main spending departments but the programme is now being rolled out to encompass small departments. Departments are being assessed against a common framework, which will lead to individual departmental action plans. Whilst the information gathered during the reviews is primarily for the purpose of the review of the department concerned internal auditors will be interested in any generic issues emerging. Amarjit Atkar, Group Head of Audit & Risk Assurance, DfT, has been involved with GFM in undertaking a review and has agreed to share his experiences at the meeting.

The meeting will also provide an opportunity for auditors to receive an update on other central financial and accountancy issues, and to hear from the NAO about any FM issues arising from their work.

An agenda and a booking form are attached. Please return booking forms to Gwin Trinh <mailto:gwin.trinh@hm-treasury.gsi.gov.uk> [020 7270 5174] by **Friday 25 March 2005**.

Yours Sincerely

Doreen Barker
Assurance Control and Risk



INVESTOR IN PEOPLE

**Improving Financial Management - Internal Audit Briefing Meeting
Tuesday 5th April 2005**

HM Treasury, London: Auditorium

Please use St James Park entrance, off Horse Guards Rd

Time	Topic	Presenter
09:30	Refreshments	
09:50		Doreen Barker ACR
10:00 – 13:00 [Including refreshments]	Financial Management Review <ul style="list-style-type: none"> ◦ Background to the review and generic issues arising ◦ Experience of being involved in a review and what DfT Internal Audit are doing to respond to the reviews ◦ Reporting to the board on FM – the assurance process ◦ Syndicate work on the role of IA and feedback 	Doug Rayner, GFM
		Amarjit Atkar, Group Head of Audit & Risk Assurance, DfT
		Doreen Barker ACR
		Doreen Barker
13:00 – 13:30	Lunch	
13:30 – 15:00 [Including refreshments]	Government Financial Management update <ul style="list-style-type: none"> ◦ Central Accountancy Team ◦ WGA/CGA update ◦ Single Database update ◦ Finance Professional Team update ◦ Estimates/Preparing for SR 06 	David Watkins
		Carmel Zammit
		Richard Johnson
		[Terry Rogers]
		[TBA]
15:00 – 15:45	NAO – Improving Financial Management in Government Departments – issues arising from NAO work	Margaret McGhee
15:45	Closure	Doreen Barker ACR

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The following auditors would like to attend the above meeting:

Name	Department	Telephone	Email	Special requirements e.g. dietary or access