

Indicative ccope areas for an internal audit review of the 186 Kennington Park Road Project

At the request of the Audit Committee, we have detailed below a number of areas which might be considered for an internal audit review of the 186 Kennington Park Road Project.

Indicative scope areas for inclusion in an internal audit review might include:

1. **Project governance:** the processes through which the 186 KPR Project approach was determined, Project risks have been identified and how it is planned they will be managed to completion of the Project. This area would also consider the quality of Project reporting in place, and the general oversight mechanisms in place for the project.
2. **Project management approach:** whether the approach to the Project is fit for purpose and aligns with the HCPC's overall ways of working.
3. **Project change approvals:** how changes to the Project are considered and approved, including the quality of the audit trail to confirm approval of changes to the scope of the Project.
4. **Project costs:** how Project costs are monitored, and changes to the Project's budget are approved.
5. **Procurement approach:** how HCPC procured and managed the services of Seven Partnership, the external Client Side Advisor, who are managing various contractors as well as providing Project Management services. This element would include performance measurement such as adherence to service level agreements.
6. **Resourcing:** whether the approach to obtaining and managing resource within the Project is appropriate to meet the Project's needs.
7. **Stakeholder management:** whether HCPC's approach to engaging with affected stakeholders (internal, and external if applicable) during the Project is sufficient and appropriate.
8. **Benefits tracking:** how management identified expected benefits from the Project and how they are continuously tracked throughout the life of the Project, and into post-delivery.
9. **Lessons learned:** whether lessons learned have been considered and any lessons have been communicated to relevant teams for consideration for future Projects, where relevant