

# AUDIT COMMITTEE – DECISION TRACKER – 28<sup>th</sup> January 2016

ITEM 4

DATE OF MEETING	MINUTE	ITEM	DECISION	RESPONSIBLE OFFICER	UPDATE	TARGET DATE	RAG STATUS
22/09/2015	AC13	Matters Arising	Introduce a system of decision tracking for Committees. (Action Log)	Committee Manager	Completed	24/11/15	Completed
22/09/2015	AC16	Car Parking Audit	<ol style="list-style-type: none"> <li>1. That the Chief Executive provide details of measures taken to disseminate the lessons learnt from the audit, and following actions, be detailed for the benefit of the Committee Members</li> <li>2. That where 'Management Assurance' without supporting evidence was taken as closure of an action arising from an audit, this be indicated in future reports</li> </ol>	Chief Executive  Head of Internal Audit	Briefing note sent to Committee 22/01/2016  To be applied	30/09/15  Ongoing	Completed  Completed
22/09/2015	AC17	Statement of Accounts 2014/15	That the HRA and HRA Capital Accounts earmarked reserves figures for Regeneration be provided to the Committee members.	Corporate Director Resources	Circulated 09 March 2016	24/11/15	Completed
22/09/2015	AC18	AGS 2014/15	That future versions of the Annual Governance Statement detail what significant changes have been made from the previous year	Head of Internal Audit	To be applied	30/09/15	Completed
22/09/2015	AC21	Cyclo-cross Investigation	<ol style="list-style-type: none"> <li>1. That the Head of Internal Audit be asked to respond to the questions raised by Councillor Bint in writing.</li> <li>2. That the implementation of the action plan from the 'Lessons Learnt' workshop be reported to a future meeting of the Committee</li> </ol>	Head of Internal Audit  Head of Internal Audit	Completed 22/10/2015 email with responses circulated to Committee  Scheduled	24/11/15  June 16	Completed  Green
22/09/2015	AC22	External Audit Report	That the Interim Service Director Legal and Democratic Services be asked to write to any Councillors whose Annual Declaration of Interests remains outstanding	Interim Service Director Legal and Democratic Services (J Allen)	Letter being drafted All Councillors responded and disclosures complete	24/11/15	Completed

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22/09/2015	AC23	Internal Audit Update	1. That the Corporate Director Resources be asked to ensure all Services across the Council were made aware of the need to ensure that Financial Reconciliation was undertaken between systems and individuals accounts	Corporate Director Resources	Assurances received from Finance Mgrs that they have made services within their area aware of this need.	24/11/15	Completed
			2. That the ToR in respect of the amalgamation of the Fraud Section with Audit included detail of how Independent Assurance would be given.	Head of Internal Audit	Covered within LGSS OBC	31/12/15	Completed
26/01/2016	AC28	A421 Pinch-point project Audit and management Review	1. That the Corporate Director (Resources) provide detail of all other Capital projects that had been cancelled or seen funding diverted and the impact of those decisions	Corporate Dir (Resources)	Being drafted	29/03/16	Amber
			2. That the final cost to the Council be communicated to the Committee at the earliest opportunity	Corporate Dir (Resources)	Will be circulated when available	June 16	Green
			3. That training be provided to the Cabinet in respect of identifying and monitoring risk	AD Audit & Risk	Being prepared	30/09/16	Green
			4. That the questions raised by Councillor Bint be responded to and copied to the Committee	Corporate Dir (Resources) and AD Audit & Risk	Being prepared	01/04/16	Green
26/01/2016	AC29	Internal Audit Update	That the Corporate Director (Resources) provide a follow up report in respect of tax liability for Consultants	Corporate Dir (Resources)	Being prepared	29/03/16	Green

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26/01/2016	AC30	Local Government Shared Services Internal Audit Outline Business Case Update	<ol style="list-style-type: none"> <li>1. That the comments and concerns of the Audit Committee be reported to the Scrutiny Management Committee for consideration of inclusion in any report or recommendation to Council</li> <li>2. That the Corporate Director Resources provide the Committee with a timeline of decisions together with details of rationale and considerations were taken account of in that procedure</li> </ol>	<p>Committee Manager/Chair</p> <p>Corporate Director (Resources)</p>	<p>Minute prepared and submitted</p> <p>Being Prepared</p>	<p>27/01/16</p> <p>29/03/16</p>	<p>Completed</p> <p>Amber</p>
26/01/2016	AC31	External Audit Update	That a presentation be made to the next meeting of the Committee to explain the changes to guidance in respect of Value for Money	E + Y	May be better value presenting to new Committee in June ?	June 16	Green
26/01/2016	AC32	Policies Annual Review	That the Anti-Fraud and Corruption Policy, the Anti-Money laundering Policy and the Whistleblowing policy be agreed and referred to the relevant Cabinet member for adoption by way of a delegated decision	AD Audit & Risk	DD drafted and in Forward Plan	Apr 16	Green
26/01/2016	AC34	Asbestos Procurement Audit And Management Review	<ol style="list-style-type: none"> <li>1. That a full report be presented to the Committee at its meeting in June setting out the final position,</li> <li>2. That the findings of the proposed peer review into the procurement process be provided to the Committee once it is completed,</li> <li>3. That the concerns expressed by the Committee be made known to the Corporate Leadership Team</li> </ol>	<p>Assistant Director (Audit and Risk)</p> <p>Assistant Director (Audit and Risk)</p> <p>Corporate Director (Place)</p>		<p>29/03/2016</p> <p>TBC</p> <p>29/03/2016</p>	

