

AUDIT COMMITTEE **ACTION SHEET**

24th June 2011

Democratic Service Officer - Karen Blong

TO: Dick Powell, Peter Robinson, John Golding

<i>Minute Number</i>	<i>Title of Report</i>	<i>Action</i>	<i>Person Responsible</i>	<i>Deadline</i>	<i>Progress</i>
Matters C/F from previous meetings which have not reached their deadline					
92.4/10 (1)	Chair's Business	Outcomes from recent fraud case and the impact on offenders pension contributions be highlighted on the Source and in the next Audit Fraud Bulletin.	DP	N/A	Pension recovery and POCA action not yet finalised. Delays in paying over recovery from pension, matter escalated with Pension Authority
40.9/10 (iv)	Grant Thornton Governance Report on the Audit of the Accounts 2009/10 and Inspection Plan Progress Report	That Members training be organised on IFRS	PR/DM/GT	September 2011	IFRS and Statement of Accounts training to be provided jointly between Finance and GT in time for consideration of the final Statement of Accounts in September 2011.
58.11/10	Internal audit: Risk	The Audit Committee to invite two Risk	DP	To be included	Scheduled for

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	Management Annual Report 2009-10	Champions to attend future meetings to explore the challenges and good practice related to the management of risk within the directorate.		in the 2011/12 work programme.	September 2011 meeting.
61.11/10	Internal Audit - Half Year Progress Report	The Local Government Ombudsman's Annual review of Bristol City Council be included as an Information item in future Audit Committee agendas.	DP	September 2011	Letter is released in July each year. Scheduled for September 2011 meeting
Matters arising from meeting of 28th January 2011					
73.1/11	Bristol Partnership Risk Assessment and Value for Money Update	The demise of the Primary Care Trust and the risks associated to that action be included in the Risk Register.	KE (BP Interim Lead)	None-specified	Issue to be taken up with new BP Lead
76.1/11	Grant Thornton - 2009-10 Certification Work Report	The process for monitoring improvements in the Housing Benefit process be reported in the Internal Audit Annual Report.	DP	June 2011 meeting	Included in IA Annual Report, on Agenda for 8 th July 2011.
Matters arising from meeting of 16th February 2011					
91.2/11	Additional funding to Bishop Road School	Internal Audit to carry out a detailed investigation related to the Additional Funding to Bishop Road School. The report to encompass all public and Councillor queries and include a summary of any perceived barriers to information.	DP	None Specified	To be included on the Work Programme when IA investigation complete.
Matters arising from meeting of 8th April 2011					
95.4/11	Chairs Business	A further report on the future of Local Public	RJP	15/6/11 -	On Agenda for 24 th

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		Audit consultation be brought to the Audit Committee at the 10 th June meeting.		papers deadline	June 2011 meeting.
100.4/11	Waste Contract Gateway Review	Chief Internal Auditor to liaise with Service Director ICT and PPPM regarding providing the Committee with updates on Gateway reviews. Particularly those which are highlighted as 'red'.	RJP/PA	None-specified	IA are in dialogue with PPPM Service Director to agree an appropriate monitoring/ reporting mechanism.
101.4/11	Corporate Performance Team	A report on the progress of the VFM strategy be brought to the Committee during 2011/12.	PR/DH	September 2011	Added to September 2011 Work Programme (Provisionally)
102.4/11	Information Security - Progress Report on e-learning uptake.	A further update report be presented to the Committee in 3 months time/ or nearest meeting (September), if significant improvements have not been noted.	RS/PA	September 2011	Added to September 2011 Work Programme (Provisionally)
103.4/11	Effectiveness of the External Auditor	The Audit Committee specific recommendations, to be further expanded and agreed, in particular agreement is sought on performance measures to be applied to the external auditor.	RJP	September 2011	Added to September 2011 Work Programme (Provisionally)
105.4/11	Progress Report on Implementation of Grant Thornton high risk recommendations	Future progress reports provide detail related to the initial recommendation as well as any additional work required as a consequence of this.	RJP	November 2011	Added to 2011/12 Work Programme (Provisionally)
106.4/11	Audit Committee Training Provision	Councillor training be made available to the Audit Committee independent Members, who would be added to the member	RJP	June 2011	Independent Member details provided to Councillor Training

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		development mailing list			Lead.
107.4/11	Draft Audit Committee Annual Report to Council	A updated Final Audit Committee Annual Report be circulated to Members for further comment, prior to presentation at Full Council.	RJP	10th June 2011	Circulated.