

## AUDIT COMMITTEE ACTION SHEET

3<sup>rd</sup> February 2012

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>
<b>Matters C/F from previous meetings which have not reached their deadline</b>					
<b>Matters arising from meeting of 28<sup>th</sup> January 2011</b>					
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.	Paul Taylor	None-Specified	Statutory requirements for LSP now removed. BP now taking a more informal high level role. Suggest remove.
<b>Matters arising from meeting of 8<sup>th</sup> April 2011</b>					
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.	Dick Powell	September 2011	Deferred until April 2012 Meeting.
<b>Matters arising from meeting of 24<sup>th</sup> June 2011</b>					
13.6/11	Annual Governance Statement (AGS)	The AGS 2011/12 process should give consideration to Environmental Issues, the Culture of Bristol and Partnerships.	Dick Powell	June 2012	Process will be amended accordingly.

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<b>Matters arising from meeting of 8<sup>th</sup> July 2011</b>					
27.7/11	Benefit Fraud Investigation Team - Annual Report	The Committee to be provided with an update on the results of the credit reference agency matching exercise, which should include a summary of the impact.	RP/TM	None - specified	To be provided as part of the 2011/2012 Benefit Fraud Annual Report
<b>Matters Arising from the meeting of 11<sup>th</sup> November 2011</b>					
58.11/11	Consultation on the role of Audit Commission	The Committee members be circulated with a summary of the CLG presentation, and provided with a report of further developments .	Dick Powell	December 2011	Report on April 2012 agenda.
59.11/11 (ii)	Annual Governance Statement (AGS)	AGS development process moved back 3 months.	Dick Powell	May 2012	Initial report to be provided in June 2012 meeting (and separately to the Standards Committee), followed by final submission on September 2012 meeting.
59.11/11 (ii)	Grant Thornton - Audit Plan Progress Report	Continue to scope comparable Performance Indicators to allow future bench marking.	Dick Powell/ P&I Team	None Specified	Internal Audit to take forward.
61.11/11	Information Security and GT recommendation on Intruder detection/prevention	Further review and report back from IS manager in 12 months time when there is clarity on Financial Systems/Financial management review.	Bernadette Keen	November 2012	Report on November 2012 agenda

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64/11/11	Risk Management Policy	Revision of 'Catastrophic' description for impact to that of 'Severe', and reconciliation of inconsistency between alternative probability methodologies.	Dick Powell	November 2011	Internal Audit amended Policy to reflect issues flagged by the Committee, for submission to Cabinet.
65.11/11	Benefit Fraud Investigation Team	Measurement of the deterrent effect of anti-fraud work be considered (inc. all other areas of fraud)	Dick Powell	None Specified	Internal Audit to take forward, linked with new National Fraud Authority LG Fraud Strategy.
68.11/11	Audit Half Yearly Report	The Committee to be provided with an update on the figure for Single Persons Discount recovery.	Dick Powell	January 2012	Included in Strategic Fraud Report on February 2012 agenda.