

AUDIT COMMITTEE**ACTION SHEET**8th November 2013

Democratic Service Officer - Karen Blong

<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					
Matters Arising from the meeting of 19th April 2013					
86.4/13	Update on Code of Conduct matters	Procedure for hearings into breach of Code of Conduct (as adopted by AC) to be reviewed (following the first hearing) to consider potential streamlining.	Shahzia Daya	Yet to have the first hearing. Review to be undertaken after a hearing has taken place.	
		BCC whole constitution be reviewed in relation to the current acceptance of anonymous Public Forum Statements	Shahzia Daya	May 2014	To be included in the annual review of the Constitution to Full Council in May 2014
93.4/13	Draft 2013/14 Audit Committee Work Programme (WP)	Standards complaints considered by the Monitoring Officer to be reported to AC on a quarterly basis.	Melanie Henchy McCarthy/Shahzia Daya	Nov 2013	Report to Nov 2013 Agenda.

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		Committee Vice-Chair to write to Chair of the Resources Scrutiny Committee to highlight concerns re public transport subsidies and to request there is appropriate scrutiny to ensure VFM.	Audit Committee Vice-Chair (2012/13)	(2012/13) Vice Chair to progress.	
Matters Arising from the meeting of 28th June 2013					
17.6/13	Grant Thorntons Progress Report	A disconnection suggested between evidence gathering and decision making.	MHM	2013/14	A follow up audit is planned as to the processes by which decisions are made - as per the Annual Audit Plan.
Matters Arising from the meeting of 24th September 2013					
33.9/13	Work Programme	A joint Audit Committee and Resources meeting be arranged to address concerns related to Pension Fund deficit.	Karen Blong Tom Wallen Mark Taylor	Joint meeting of AC & RSC provisionally arranged for 9.30 14/2/14, subject to availability of Avon Pension rep. A briefing paper on the Pension Fund to be circulated to Members prior to	

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				the joint meeting.	
35.9/13	Statement of Accounts	A Statement of Accounts informal training session be arranged for 7 th March (spare AC meeting date), and to consider how the foreword could be presented in a more understandable format.	Mark Taylor Tony Whitlock (John Golding offered to assist)	Mar 2014	TBA Mar 2014
		A report to be brought to the Committee on the Treasury Management process (i.e investment trends, capital programmes, re-balancing of reserves etc.)	Mark Taylor	April 2014	Report to Apr 2014 Agenda
37.9/13	Grant Thornton's Value for Money (VFM) Reports	A Control & Governance Action Plan be created for the January Audit Committee meeting and updated at each meeting thereafter	Mark Taylor AM/MHM	Jan 2014	Report to Jan 2014 Agenda