



Audit Committee Action Sheet – 27th June 2014.

Minute number	Title of Report/ Description	Action and Deadline	Responsible officer	Action taken and date completed
6	Dates and Times of Meetings	Amend meeting dates and send appointments to Officers/Members as below: Friday 11th July 2014 @9.30 am Training – Public Meeting 11.00am Tuesday 23rd September 2014 @6.00pm	Norman Cornthwaite	Completed 30 th June 2014
8	Minutes	Cllr Gollop agreed to confirm whether or not the Mayors briefing on pensions had taken place.	Cllr Gollop	
9	Public Forum – Request to investigate Planning Department	Audit to investigate the Section 106 process and evaluate the efficiency of the process and whether the Council is maximising its resources in this area.	Melanie Henchy-McCarthy/Alison Mullis	Audit Review to be scheduled in Internal Audit Plan.
11	Work Programme	Amend September date in Work Programme	Melanie Henchy-McCarthy/Alison Mullis	Complete 1/7/14
13	Appointment of Honorary Aldermen	Title of Honorary Aldermen be conferred on Sean Emmett, Peter Main, Dr Doug Naysmith and Sylvia Townsend and that	Ian Hird for Full Council on 16 th September	

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		Sylvia Townsend be known as an Alderwoman.		
16	Internal Audit Annual Report 12/13	Report to Full Council 22 nd July and report to be circulated to all members of the committee	Norman Cornthwaite to get report from Ian Hird and circulate	
17	Grant Thornton's Progress Report for 2013/14	Working in tandem – Local Governance Review 2014 be a separate item on a future agenda.	Grant Thornton – Barrie Morris	
18	Protecting the Public Purse Fraud Briefing 2013	Further information be brought to the Committee on processes to ensure pre-emption of fraud in relation to Blue Badges and Residents Parking Permits.	Melanie Henchy-McCarthy/Alison Mullis	To be reported back in January 2015 as part of Fraud Update
19	Urgent Item – Audit Commission Letter Consultation on Auditor Appointment from 2015/16	Comments from Audit Committee on proposals to be sent to Nicola Yates so that she can respond to Audit Commission letter by 25 th July deadline	Norman to send relevant minute extract to Nicola Yates/Scott Britnell once draft minutes agreed	