

Audit & Corporate Governance Committee
Follow Up on Resolutions & Recommendations made between 3rd July 2008 and 28th September 2009

Item	Minute No	Meeting Date	SUBJECT	RESOLUTION/RECOMMENDATION	RESPONSIBLE OFFICER	CURRENT POSITION	PLANNED COMPLETION DATE	STATUS
OPEN AND ONGOING ITEMS								
67	105	03/07/08	Review of Code of Corporate Governance	The Audit & Corporate Governance Committee receives a report formally reviewing the Code of Corporate Governance at the meeting scheduled to be held on 20 March 2009.	Charlie Adan (Alan McLaughlin)			
78	115 (f)	25/09/08	First Interim Assurance Report	A report be submitted to the next meeting regarding the current position with regard to the handover of assets to Wyebridge Academy.	Tony Ford	The report has been completed and a satisfactory Audit Opinion given and forms part of the Interim Assurance Report. Copies of the report will be presented to the Chairman and Vice Chairman of the Committee.	20 th November 2009	
79	121	21/11/08	Data Quality – Six month update	A revised Data Quality Action Plan with updated expectations be circulated to the Committee.	Tony Geeson	Completed	Circulated in December 2008	Closed
80	123	21/11/08	Planning Obligations Agreement	The Planning Monitoring officer attends the May 2009 meeting of the Committee.	Andrew Ashcroft	The revised Section 106 monitoring arrangements are now largely finalised	Planning Monitoring officer attended meeting.	Closed

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						following the implementation of the Civica project		
82	131	23/01/09	Audit and Corporate Governance Committee Progress report	The Assistant Chief Executive Legal and Democratic to bring to the attention of the Strategic Monitoring Committee the Council's proposed new duty of greater responsibility for crime and disorder in line with the Policing Green Paper.	Charlie Adan (Alan McLaughlin)	A report will be presented to the Strategic Monitoring Committee.	15/07/09	
83	132	23/01/09	Use of Resources	The Acting Director of Resources submit a report to the next meeting of the Committee which details the recommendations contained in the Audit Commission's report together with the progress to date and the future actions to be taken on the recommendations. Note: Reference value for money processes report.	David Powell	Report presented to the Audit and Corporate Governance Committee on 20 th March 2009.	Completed	Closed
84	142	20/03/09	Use of Resources	A report indicating the position statement on major projects to be included as a standard item on the agenda	David Powell	Major Projects Statement Presented to The Committee on 28 th September 2009.	Completed	Closed
85	143	20/03/09	International Financial reporting	A standing report be made on the current position with regard to the implementation of IFRS	Anne Phillips (Heather Foster)	Report to Audit and Corporate Governance Committee on 28 th	Ongoing and Audit and Corporate Governance	

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			Standards.			September 2009.	Committee will continue to receive regular reports.	
86	145	20/03/09	Updated Draft Terms of Reference	Council be recommended to approve the quorum of the committee being amended to four Members, three of which must be Members of the Council should the committee appoint an independent Member.	Charlie Adan (Alan McLaughlin)			
87	145	20/03/09	Updated Draft Terms of Reference	The Audit Commission's Action Plan response with regard procurement be submitted to the next meeting	David Powell	Report to Audit and Corporate Governance Committee on 26 th May 2009.	Completed	Closed
88	145	20/03/09	Updated Draft Terms of Reference	The Environment Directorate be invited to report to the Committee on how the Amey contract with the Council will work and that the Chairman of the appropriate Scrutiny Committee be invited to attend the meeting.	Michael Hainge	Report presented to the Audit and Corporate Governance Committee on 28 th September 2009	30/09/09	
89	5	19/06/09	Review of Procurement	The introduction of procurement and contract performance reporting systems , recommendation R2 paragraph 14 of the Audit Commission's report	David Powell	Progress made around AMEY contract. The Audit Commission follow up audit in November 2009 will assess the position.	Ongoing	
90	5	19/06/09	Review of Procurement	The Audit and Corporate Governance Committee work plan be amended to make specific	David Powell	The Committees revised terms of reference states that	The Council received the new constitution on 13 November	

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				provision for procurement investigation and reports.		<i>'The Committee shall receive assurance from the Chief Internal Auditor that officers are complying with the Council's procurement policy and processes in all respects.'</i>	2009.	
91	5	19/06/09	Review of Procurement	The Audit and Corporate Governance Committee work plan to include the oversight and completion of training needs and analysis of in-house procurement expertise throughout the Council Directorates.	David Powell	The Audit Commission's follow up audit in November 2009 will assess progress.	31 December 2009	
92	5	19/06/09	Review of Procurement	A report be submitted to the Committee on the process the Council follows for risk management and the way risk management is used and updated as a positive aid to management.	Andrew Rewell	The revised Risk Management Policy and Guidance document is to be presented to Cabinet on 26 th November 2009. The required report will then be submitted to the Committee at its January meeting.	31 st January 2010	
93	5	19/06/09	Review of Procurement	A report be submitted to the Committee on the provisions currently in place for the control of costs for the future Amey contract.	Michael Hainge	Report presented to the Audit and Corporate Governance Committee on 28 th	Completed	Closed

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						September 2009.		
94	7	19/06/09	Data Quality – Annual report.	A list be submitted to the commit of staff in Directorates still requiring training on data quality controls	Tony Geeson	Addressed in the report to the Committee on 28th September 2009	28/09/09	Closed
95	7	19/06/09	Data Quality – Annual report	The extent that Directorates local procedures on data quality have been produced.	Tony Geeson	Addressed in the report to the Committee on 28th September 2009	28/09/09	Closed
96	12	19/06/09	Audit Services Assurance Report	Anti - Fraud Training to be added to the Training for members schedule	Tony Ford	Contact has been made with Price Waterhouse Coopers, the committee will be updated at the meeting		
97	12	19/06/09	Audit Services Assurance Report	A communication be sent to all officers reminding them of the need to ensure the accuracy of information being given on the current position on resolutions and recommendations made by the Committee on various subjects'	Tony Ford	Relevant Officers informed by email on 28 th August 2009	31/08/09	Closed
98	4	28/09.09	Minutes	The vice-chairman referred to minute no. 5 – review of procurement, in particular, paragraph no. 10, see below. 'Councillor Smith referred to paragraph 32 of the commission's report and, in particular, the submission for approval to members for the selected option was unsatisfactory and asked if the	Charlie Adan			

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				chief executive had addressed the issue. The legal practice manager stated that he did not have that answer and that he would give a written answer to members following the meeting. ' The vice- chairman asked that the legal practice manager expedite the matter.				
99	5	28/09/09	Annual Governance Letter	The Director of Resources to present a report to the committee on the Cedar /IFRS accountancy system issue relating to Herefordshire connects. NB: the Director of Resources to provide members with council loans position as at the end of September 2009.	David Powell	The council is assessing the impact of Shared Services on the selection of a new system. Letter sent on 6 th October 2009		Closed
100	16	28/09/09	International Financial Reporting Standard	Information requested on Herefordshire Connects costs	David Powell	Costs being compiled letter to be sent out by mid-November.		
101	7	28/09/09	Amey Service Delivery Partnership Costing Control	The vice-chairman referred to the value for money report and that the review would go to the strategic partnership board. He requested an explanation of the provision and process for periodic bench marking of consultancy and works delivery	Michael Hainge	The Highways Network Manager has submitted his reply to the Democratic Services Officer for circulation		

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				cost against generally prevailing external rates. The Director of Environment and Culture indicated that he would provide the information following the meeting.'				
102	10	28/09/09	Data Quality	The progress being made on the areas of the data quality action plan where the committee had particular concerns be noted; and	Tony Geeson	Report presented to the Audit and Corporate Governance Committee on 28 th September 2009.	28/09/09	Closed
103	10	28/09/09	Data Quality	The Head of Policy and Performance write a letter on the chairman's behalf to the data sharing partners to request an immediate response in respect of data quality training.	Tony Geeson	Letter send as the Committee resolved. To date three replies have been received	5/10/09	