

Audit & Corporate Governance Committee  
Follow Up on Resolutions & Recommendations made between 3<sup>rd</sup> July 2008 and 20<sup>th</sup> November 2009

Item	Minute No	Meeting Date	SUBJECT	RESOLUTION/RECOMMENDATION	RESPONSIBLE OFFICER	CURRENT POSITION	PLANNED COMPLETION DATE	STATUS
<b>OPEN AND ONGOING ITEMS</b>								
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)	The Code of Corporate Governance was considered and used as a guiding document in the recent constitutional review process and it was raised as a matter for further review by the Chair of the Standards Committee in his comments to Council on 13 November 2009. It is proposed that the Code of Corporate Governance be reviewed as part of the next Phase of work on the Council's Constitution	31/05/2010	
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	Tony Ford	The report has been completed and a satisfactory Audit Opinion given and	20 <sup>th</sup> November 2009	

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				Academy.		forms part of the Interim Assurance Report. Copies of the report were given to all members of the Audit and Corporate Governance Committee on 20 <sup>th</sup> November 2009.		
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	The development of comprehensive systems for the reporting and monitoring of procurement will be a high priority task of the new joint Head of Procurement expected to be in post this Spring.	September 2010	
90	5	19/06/09	Review of Procurement	The Audit and Corporate Governance Committee work plan be amended to make specific provision for procurement investigation and reports.	David Powell	The Committees revised terms of reference which came in to effect on 1 <sup>st</sup> January 2010 states that ' <i>The Committee shall receive assurance from the Chief Internal Auditor that officers are</i>	12 <sup>th</sup> March 2010	

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						<p><i>complying with the Council's procurement policy and processes in all respects'. The Director of Resources and Chief Internal Auditor will consult with the Chairman and Deputy Chairman of the Audit and Governance Committee to agree the Committee's requirement and include the agreed programme in the 2010-11 Audit Plan, which will be submitted to the Audit and Governance Committee for approval on 12<sup>th</sup> March 2010</i></p>		
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 effectiveness and capacity of joint procurement will be another important issue for the new joint Head of procurement. A progress report on competence and capacity will be	September 2010	

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						submitted to the committee by end of September 2010.		
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 was presented to Cabinet on 26 <sup>th</sup> November 2009. The required report will then be submitted to the Committee at its January meeting.	29 <sup>th</sup> January 2010	
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 28 <sup>th</sup> September 2009	28/09/09	
96	12	19/06/09	Audit Services Assurance Report	Anti - Fraud Training to be added to the Training for members schedule	Tony Ford	Agreed programme received from PriceWaterhouseCoopers . Chief Internal Auditor liaising with Member Services on the date. It is intended that The Non-Executive Directors and Directors from the PCT receive an invite.	31/03/10	
104	28	20/11/09	Interim Audit Services	Start and completion dates be stated against all items in	Tony Ford	Completion dates now entered for all	29/01/2010	

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			Assurance Report 2009/10 No. 1	Appendices 2 and 3 of the report submitted to future meetings.		resolutions so that members can monitor progress.		
105	28	20/11/09	Interim Audit Services Assurance Report 2009/10 No. 1	The Committee requires all action on the remaining 13 items in Appendices 2 and 3 to the report to be completed to the Committee's satisfaction by the time of the next meeting or the respective Directors and executives attend the meeting in person to explain why each issue remains open and when it will be completed.	Members of the Audit and Governance Committee	Linked to 104 above, Action on this resolution is subject to the Committee review of the action taken by officers	29/01/2010	
106	28	20/11/09	Interim Audit Services Assurance Report 2009/10 No. 1	A report be submitted to the next meeting detailing the review of the procedures and procurement within Property Services.	David Powell	The required report is a separate agenda item on the Committee Agenda.	29/01/2010	
107	28	20/11/09	Interim Audit Services Assurance Report 2009/10 No. 1	A report be submitted to the next meeting detailing the tendering for the cattle market contract.	David Powell	The required report is a separate agenda item on the Committee Agenda.	29/01/2010	