

**Audit & Corporate Governance Committee**  
**Open and Ongoing Resolutions & Recommendations made 17 September 2010**

Item	Minute No	Meeting Date	SUBJECT	RESOLUTION/RECOMMENDATION	RESPONSIBLE OFFICER	CURRENT POSITION	PLANNED COMPLETION DATE	STATUS
<b>OPEN AND ONGOING ITEMS</b>								
40	49 (iii)	30/11/07	Update of Action in the Special Report – Governance Improvement Plan.	The Strategic Monitoring Committee be requested to review the control of asset management process and procedure and actions which are taken against officers who do not adhere to these rules.	Zack Pandor	Following Consultation with the Chairman and Deputy Chairman the review will form part of the Inventory Audit planned by Audit Service. Audit visit currently in progress.	30/04/2010	Open
42	51 (ii)	30/11/07	Update of Action in the Special Report – Governance Improvement Plan.	An action plan be formulated regarding monies payable by Parish Councils when elections take place.	Charlie Adan	There is a review of elections services underway that is intended to identify and remedy some recent problems in that service area. These are matters for the Returning and Registration officer but I can confirm that the arrangements for parish elections e.g. local count arrangements, the	30/06/10	Open

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						charges levied for parish elections and the arrangements for recovery of election costs from parishes and elsewhere are all being reviewed and will be updated as necessary.		
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	An interim commercial manager is now in place and is examining procurement issues in the council with a view to ensuring they are more efficient. The Director of Resources has met with the appointee to discuss the current position and improvements to the system.	September 2010	Open
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 proposed changes to the council's internal audit will place greater emphasis on audits that provide added value and, as	Ongoing	Open

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						appropriate, these will include compliance with the council's procurement activity. These issues now form part of current audits.		
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.	Dean Taylor	The interim commercial manager is establishing the extent of posts with procurement activity across the partnership. This will be with a view to creating a corporate approach to procurement and the next audit committee will provide an update on the work completed to date.	January 2011	Open
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			Open
108	35	29/01/10	Annual Audit	An update report on the progress of	David Powell	Letter sent out prior to		Open

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			and Inspection Letter	the Audit Commission's recommendations shown on page 22 on the agenda be submitted to the next meeting of the Committee		the audit committee of 12 <sup>th</sup> November.		
113	47	12/03/10	Audit Strategy and Audit Charter 2010	The committee approves, subject to any comments from the joint management team and to the director of resources informing members by email of those comments, the 2010/11 audit strategy and audit charter	Tony Ford	Joint Management Team has commented and a revised Strategy will be presented to the January committee.	January 2011	Open
115	5	29/06/10	Risk Management Review	The Committee receives a report in September 2010 outlining risk areas and mitigation to include dates for completion	Dean Taylor	An interim risk manager has been in place for four months and a report is being presented to committee on 12 <sup>th</sup> November.	November 2010	Open