

# ITEM 6 APPENDIX 1

## PROGRESS MONITORING REPORT to DECEMBER 2008 – AUDIT COMMITTEE

Title of Agenda Item	Concern/Cause	Action Proposed	Responsibility	By when	Action Taken	Status
<b>MEETING HELD ON 27 MARCH 2008</b>						
<b>1.</b> Self Assessment of the Effectiveness of the Audit Committee (Item 12 on the agenda)	Members agreed the following areas where action could be taken to further improve the Committee's effectiveness. (cf. Appendix 1 to the report)					
<b>2.f</b>	Has the Audit Committee (with delegated responsibility) or the Full Council adopted 'Managing the Risk of Fraud – Actions to Counter Fraud and Corruption'?	Internal audit review of compliance with this framework will be reported back to Committee 25/06/08	Neil Pitman	June 2008	The action plan against 'Managing the Risk of Fraud' was reported to the Audit Committee 24 September 2008. Actions are on schedule for full implementation by the agreed date (31 March 2009) (as 2.f)	<b>ONGOING</b>
<b>2.g</b>	Does the Audit Committee ensure that the 'Actions to Counter Fraud and Corruption' are being implemented?	See 2.f				<b>ONGOING</b>

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<b>5.d</b>	Does the Audit Committee ensure that officers are monitoring action taken to implement external audit recommendations?	Progress to be reported along similar lines to actions arising from internal audit work	Neil Pitman	September 2008	To be accommodated through implementation of audit management software. Team Central currently being piloted.	<b>ONGOING</b>
<b>5.e</b>	Are reports on the work of external audit and other inspection agencies presented to the committee, including the Audit Commission's annual audit and inspection letter?	Needs to be strengthened – Audit Commission reports are now automatically presented, but needs extending to other inspection agencies (ALL ACTION POINTS)	Neil Pitman	September 2008	Work to identify the appropriate reports to come to the Audit Committee, is progressing. Assurance mapping is being undertaken as a prelude to the Annual Governance Statement.	<b>ONGOING</b>
<b>MEETING HELD ON 25 JUNE 2008</b>						
2. <u>Internal Audit: Status of Work – May 2008</u> (Item 15 on the agenda)	<u>Decent Homes Transformational Programme (25/01/08)</u> Members sought reassurance about progress on this programme.	Information about the new staffing structure in place for July to be provided to Members. (ACTION POINT)	Bryn Shorey, Head of Decent Homes	asap after mtg/ Sept	Information was emailed to Committee Members on 30/7/08. All high priority actions have been addressed. Progress against outstanding actions will continue to be reported through the 'Status of Work' report.	<b>ONGOING</b>

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<u>Data Management – Child Protection Records</u> Members sought reassurance on the timescale for delivery of the Paris software changes.	Dates of proposed Management actions to be provided to Members. (ACTION POINT)	Sue Allan, Head of Service: Commissioning, Performance & Planning	asap after mtg/ Sept	Information was emailed to Committee Members on 30/7/08. Further progress against this action will be reported through the 'Status of Work' report.	ONGOING	
<b>MEETING HELD ON 24 SEPTEMBER 2008</b>						
3. Audit Commission: Audit and Inspection Plan Progress Report	(ii) that the External Audit Manager, Audit Commission would certify completion of the City's accounts as soon as the questions raised by two electors had been answered. (Minute No 18(ii))	External Audit Manager, Audit Commission	Additional letter received November 2008. Continuing to review the issues raised.	ONGOING		