

Audit and Governance Committee Report

23 September 2013

Report of: **Strategic Director**

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To: **Audit and Governance Committee**

Date: **23 September 2013**

Wards Affected
All

Actions arising

Recommendation

That members note the content of the report

Purpose of report

1. The purpose of this report is to respond on actions arising from previous committee meetings.

Strategic objectives

2. To assist the council to manage its business effectively by providing an assurance framework to monitor the overall adequacy and effectiveness of the internal control environment.

Actions arising

(a) Internal audit activity report fourth quarter 2012/13	Committee Date – 20 March 2013
The committee asked the officers to advise the Councillor Johnston whether the internal audit recommendation to train staff at the council's mobile home parks was in hand.	
Comment Information provided to Councillor Johnston on 26 March 2013. At the committee's request, the same information was sent to all committee members on 25 June 2013.	Action Recommend removal from actions arising list.

(b) Internal audit activity report fourth quarter 2012/13	Committee Date – 20 March 2013
The committee asked the officers to report on the ways in which the council's insurance officer advises Wantage Civic Hall staff of the insurance arrangements in place and to consider if such communications should be enhanced in any way.	
Comment Head of finance will respond.	Action Retain on actions arising list.
(c) Audit and governance work programme	Committee Date – 20 March 2013
The committee asked the officers to arrange an informal question and answer session on the statement of accounts in the summer 2013.	
Comment The annual statement of accounts will be presented to the committee on 23 September 2013. An informal question and answer session will be held on 16 September 2013 so councillors will have the latest and most accurate accounts.	Action Recommend remove from actions arising list.
(d) Internal audit activity – first quarter 2013/14	Committee Date – 24 June 2013
The committee asked the strategic director to ensure that every internal audit report is sent all committee members.	
Comment The audit manager has confirmed that all committee members are sent copies of every internal audit report.	Action Recommend remove from actions arising list.
(e) Internal audit activity – first quarter 2013/14	Committee Date – 24 June 2013
The committee agreed to monitor the systemic control weaknesses carefully.	
Comment The committee agreed to monitor the systemic control weaknesses to assess whether improvements are being made and if not, to determine a course of action.	Action Retain on actions arising list.
(f) External auditor's report	Committee Date – 24 June 2013
The committee asked the strategic director to consider consulting on the public's comprehension of council financial information.	
Comment The strategic director will consider using the citizens' panel to assess comprehension of financial information.	Action Retain on actions arising list.
(g) External auditor's report	Committee Date – 24 June 2013
The committee asked the strategic director to circulate a copy of the recent internal audit report on the development management part of the planning service.	
Comment The development management internal audit report was circulated to all committee members by email on 25 June 2013.	Action Recommend removal from the actions arising list.

(h) Training	Committee Date – 24 June 2013
The officers agreed to organise a further training session for councillors on treasury management, preferably shortly before the January 2014 committee meeting when the treasury management strategy will be discussed.	
Comment This training has been arranged for Monday 27 January 2014 at 6pm with the committee meeting to follow at 7pm.	Action Recommend removal from the actions arising list.

STEVE BISHOP
STRATEGIC DIRECTOR