

# Audit and Governance Committee Report



## 22 January 2015

Report of: **Head of Finance**

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To: **Audit and Governance Committee**

Date: **24 September 2014**

## Actions arising

### Recommendation

That members note the content of the report and remove the completed actions where recommended.

### 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

<b>(a) External auditor's report</b>	<b>Committee Date – 24 June 2013</b>
The committee asked the strategic director to consider consulting on the public's comprehension of council financial information.	
<b>Comment</b> The strategic director will consider using the citizens' panel to assess comprehension of financial information.	<b>Action</b> Retain on this actions arising list.

<b>(b) Internal audit activity report</b>	<b>Committee Date – 17 March 2014</b>
To change the process for monitoring systemic control weaknesses to put the onus on to heads of service to address outstanding issues and for the audit manager to update the committee on progress with the committee concentrating on high level issues.	
<b>Comment</b> Amended procedure introduced. The committee retained this to test effectiveness of the new web-based system.	<b>Action</b> Recommend removal from actions arising list.
<b>(c) Internal audit activity report</b>	<b>Committee Date – 3 July 2014</b>
To call the head of service to the next committee meeting to answer questions on outstanding actions from the following audits: <ul style="list-style-type: none"> <li>• Building Control 2011/12</li> </ul>	
<b>Comment</b> The committee asked for a reconciliations update on Building Control at its next meeting. The Senior Building Control Surveyor acknowledges that there may be some gaps in processes which are currently being reviewed so that they can be addressed. Revised implementation date 31 March 2015	<b>Action</b> Retain on the actions arising list.
<b>(d) Comments and complaints 2013/14</b>	<b>Committee Date – 24 September 2014</b>
To include training on the corporate complaints procedure as part of the councillors' induction programme following the May 2015 elections.	
<b>Comment</b> This has been added to the councillors' induction training programme.	<b>Action</b> Retain on this actions arising list.