

AUDIT COMMITTEE - Table of Outstanding Issues (March 2011)

Governance Area	Activity / Subject	Recommendation / Issue	Lead Service	Progress / Comments	Status - Target Date
Audit Committee Effectiveness	Periodic review of the operation and effectiveness of the Audit Committee.	The Committee have considered a number of reports culminating in the consideration of the outcomes from a self assessment exercise that was reported to the Committee at its 16 December 2010 meeting. The Committee resolved: <i>a) that the outcomes of the self assessment be noted and the proposed responses be approved and b) that an external peer review is not undertaken at the present time.</i>	Deputy Head of Financial Services	A number of actions were proposed in response to the outcome of the self assessment. These largely revolve around reviewing terms of reference and training. The pragmatic and logical approach adopted is that the approved responses should be implemented as soon as practicable following the local elections in May 2011 which may include wider member training.	In Progress - From May 2011
Control Environment / Risk Management	Safeguarding Children / CRB Checks	At its 27 May 2010 meeting the Committee resolved <i>'That a report be brought back to the Committee later in the year detailing the safeguarding children measures in place on behalf of the Council and its working partners'.</i>	Head of Leisure Services	Further details are set out in a separate report elsewhere on the agenda.	In Progress - March 2011
Corporate Governance	Planning Review	At its 28 June meeting the Committee resolved <i>'That Cabinet be requested to review the progress against actions identified as part of the recent Planning Review and in particular the item regarding the number of Members on the Development Control Committee.'</i>	Deputy Head of Financial Services	Cabinet considered a report at its 10 November 2010 meeting and made a number of recommendations including where the focus of improvements should be and agreeing a list of actions for implementation within 6-12 months. In respect of the more specific issue regarding the number of members on the Development Control Committee, in response to a request from Cabinet, the Community Leadership and Partnerships Committee have reviewed the issue and made a number of comments back to Cabinet.	In Progress - 2010/11 into 2011/12

Corporate Governance	Member's Broadband Allowance	At its 28 June meeting the Committee resolved ' <i>That Cabinet be requested to undertake a review of the Members' broadband allowance.</i> '	Deputy Head of Financial Services	A report setting out the Committee's recommendation of 28 June 2010 was considered by Cabinet at its 1 September 2010 meeting who resolved - (a) <i>That the Independent Remuneration Panel be requested to consider the Members' broadband allowance as part of their review of the 2011/12 Members' allowances and that the Panel be informed that the Cabinet wish to see the allowance removed.</i> A report setting out the comments and recommendations of the IRP for 2011/12 will be reported to Full Council in May 2011.	In Progress - May 2011
Corporate Governance	Internal Audit within the Organisational Structure	At its 28 June meeting the Committee resolved ' <i>That the Council be requested to consider where in the organisation the Internal Audit function could be placed as part of any wider management structure review in the future.</i> '	Head of Financial Services	This issue is being considered as part of the organisational review currently in progress.	In Progress - 2011
Internal Audit	Outcomes from recent Internal Audit Monitoring Report	At its 23 September meeting the Committee resolved: <i>That reports on the issues identified following the internal audit of the following services be brought to the December 2010 meeting of the Committee: i) Housing Benefits (report to also include update on the timing of any future Council Tax re-valuation) ii. Planning Services – Access to Enforcement Files (to be included as part of next Internal Audit Regular Monitoring Report)</i>	Head of Benefits and Revenues / Head of Financial Services	The requested information and actions taken were reported to Members at the 16 December 2011 meeting of the Committee. No issues remain outstanding.	Completed
Risk Management	Membership of Outside Bodies	At its 23 September meeting the Committee resolved: 1) <i>That Cabinet be requested to ensure that there is a Member placement on the committee of Sure Start.</i> 2) <i>That Cabinet be requested to undertake a review of the membership of all outside bodies and put in place a system for reporting back by Members.</i>	Assistant Head of Financial Services	A report setting out the Committee's requests was considered by Cabinet at its 10 November 2010 meeting who resolved - (a) <i>That it be noted that Councillor Chapman has now been appointed as the Council's representative on the Tendring Sure Start Children's Centres Board.</i> (b) <i>That, under the Local Democracy strand of the Tendring Spending Review Delivery Plan, Officers undertake a review of Councillor representation on outside bodies to ensure that representation on those bodies provides value for money and supports delivery of the Council's priorities. Further, to devise a process whereby Councillors can feed back from attending meetings of those bodies. That work to be completed for implementation from May 2011.</i> Work remains on-going as part of the Tendring Spending Review Delivery Plan.	In Progress - May 2011

Internal Audit	Outcomes from recent Internal Audit Monitoring Report	During its consideration of the Internal Audit Monitoring Report at its December 2010 meeting, the Chief Executive agreed to write to members to address concerns raised over variation orders.	Chief Executive	An email was sent by the Chief Executive to Audit Committee members on 7 January 2011 which responded to the issue raised.	Completed
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INTERIM UPDATE - ONGOING ITEMS (more detailed information reported to the Committee via separate monitoring reports)

Internal Audit	Compliance with Cipfa Code of Practice for Internal Audit 2006	Areas of partial or non compliance.	Finance	All areas have now been addressed. Detailed progress against this item is reported via the regular Internal Audit Monitoring reports with the latest one set out elsewhere on the agenda.
External Audit and Inspection	Implementation of Recommendations	Recommendations / opportunities for improvement are included in various reports received from the Audit Commission following the completion of audit work they are required to undertake.	Finance	Detailed monitoring of these issues are undertaken via the six monthly Audit Commission Recommendations Action Plan. The latest position is set out elsewhere on the Agenda.