

AUDIT COMMITTEE: RECORD OF ACTION TAKEN

MUNICIPAL YEAR: MAY 2013 - APRIL 2014

| DATE ISSUE RAISED | AGENDA ITEM / ACTION ARISING | OFFICER RESPONSIBLE | ACTION TAKEN | SIGN OFF DATE |
|-------------------|---|--|--|---|
| 23/9/13 | Liaise with the Enterprise contract manager over the concerns raised by Audit Committee regarding the potential risks highlighted over the lack of provision of maintenance/groundwork's in bio diverse areas across the city, which may cause injury to members of the public should the issue become left unresolved. | Kim Sawyer | Email sent to Ricky Fuller on the 24th of September. | 3 October 2013 |
| 23/9/13 | Demonstrate an example of how managers would apply their logic in utilising the risk matrix within the Risk Management Policy when entering a new project onto the Verto system. The example was to be demonstrated at the Verto training, which was due to be held on 28 October 2013, for Members of the Audit Committee. | Project Team/Mark Borner | Mark Borner will demonstrate the process used for assessing and highlighting project risks when completing a Verto business case at the training due to be held on 28 October 2013. | 24 October 2013 |
| 23/9/13 | Report back to CMT Audit Committee's comments regarding whether Cabinet Members would be informed of links between the Risk Management Policy and how Cabinet could gain an appetite in becoming fully informed of current the risks. Recommendation for a report to be received by Audit Committee over how Cabinet Members set the overall risk appetite for the Council and monitor the performance of management in mitigating strategic risks across all departments. | Kevin Dawson Kevin Dawson/Councillor Seaton | Clear guidelines have been included in the Risk Management Policy document regarding involvement of all parties involved in the process. Resilience Manager to deliver Risk Awareness training to CMT and Cabinet Policy Forum members on 26 November 2013. | 26 September 2013 1 October 2013 |

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| | To provide Audit Committee with the details of the recent report submitted to Cabinet, and further information on the projects relating to solar panels. | Steven Pilsworth | Report to be provided to Audit Committee Members prior to the meeting due to be held on 4 November 2013. | 25 October 2013 |
| | To liaise with internal communications over raising the advertising profile in tackling benefit fraud and the actions that were currently being undertaken by the Council. | Kim Sawyer | Feedback to be provided at the next meeting of Audit Committee | 23 October 2013 |
| 23/9/13 | Recommendation for the Audit Committee to receive information over the budget setting process for staff funding, verses income and savings made as a result of benefit fraud work. | Kim Sawyer | Feedback to be provided at the next meeting of Audit Committee | 23 October 2013 |