

AUDIT COMMITTEE: RECORD OF ACTION TAKEN

MUNICIPAL YEAR: MAY 2014 - APRIL 2015

DATE ISSUE RAISED	AGENDA ITEM / ACTION ARISING	OFFICER RESPONSIBLE	ACTION TAKEN	SIGN OFF DATE
16 March 2015	Audit Committee to receive an update as to what rights the Council has to audit or intervene in the financial management at Free Schools or Academies.	Service Director Financial Services to request from Service Director Education, People Resources & Corporate Property	Response provided in appendix B.	25 March 2015
16 March 2015	Audit Committee to receive further information with regards to the comparisons between Free Schools and Academies and their rules around school admissions policy	Service Director Financial Services to request from Service Director Education, People Resources & Corporate Property	Response provided in appendix B.	25 March 2015
16 March 2015	To provide a report to Audit Committee on the Business Continuity plans in place by Council partners, which should also include what reassurances were provided in regards to the appropriate level of resilience in order to undertake Council business; and	Head of Resilience	During the procurement process checks should be undertaken to ensure the bidding companies have adequate business continuity arrangements in place. Once a company has been appointed copies of their Business Continuity Plans would be requested by the Resilience Service on an annual basis to ensure they link in with the Corporate and individual service business continuity plans.	24 March 2015

	RECOMMENDATION That the Risk Register should be presented to Audit Committee annually without exception.	Head of Resilience/Corporate Management Team	The risk register is required to be reviewed by CMT on a quarterly basis, therefore the recommendation can be achieved.	
16 March 2015	To update the Internal Audit Plan to remove any number alignment in regards to the Strategic Priorities referenced.	Chief Internal Auditor	Completed	25 March 2015
16 March 2015	That the responsibility of the Code of Conduct template review would transfer to a group to consist of Councillors Lamb, Lane and Sandford.	Director of Governance	TBA	
16 March 2015	To include a standing item on future agendas of Audit Committee in order to receive information on the number of write offs over the value of £10,000, in line with the limits in the constitution.	Service Director Financial Services/Director of Governance	Completed	10 June 2015