

Governance and Audit Committee Action Plan

| G & A meeting | Action | Owner | Target date | Progress | Feedback / Comments |
|---------------|--|----------|-------------|----------|---|
| 29-Sep-11 | Clarification was sought on why a number of garages are not being used, even in the interim, if they have been earmarked for development. | DG/JT/CG | 07-Oct-11 | C | The garages referred to are in a poor state of repair and cannot be used due to damaged asbestos roofs and doors. |
| 29-Sep-11 | Housing Benefits testing - a further report will be brought to Governance and Audit Committee on this matter. The Audit Commission will also be bringing their report to the December meeting. | SW / LR | 13-Dec-11 | C | EKS representatives have also been invited in case there are any questions in connection with the report. |
| 29-Sep-11 | Risk Management Strategy to go to 17 November 2011 Cabinet meeting for approval. | NM | 04-Nov-11 | C | Cabinet approved the RMS on 17 November 2011. Web pages have been updated. |
| 29-Jun-11 | Questions raised with regard to Treasury Management: * how the £17 million underborrowing had been financed be brought to the Committee * are we using revenue money or selling assets? * that Members be advised of any existing guidance for a prudential strategy on borrowing | SM | 29-Sep-11 | C | Updates provided at 29 September meeting. |
| 29-Jun-11 | The External Funding Officer be invited to a future meeting to explain the external funding protocol | SM / CB | 13-Dec-11 | C | External Funding Officer to attend the December meeting. |
| 29-Jun-11 | Review the meeting schedule for 2012, instead of having 2 meetings in June have 1 in June and 1 July/August time. | NM | 31-May-12 | IP | Amendment to meeting calendar going to Annual Council 17 May 2012 with recommended changes up to the end of the current cycle. |
| 29-Jun-11 | Meeting to be arranged for July / August 2011 to discuss the draft Statement of Accounts | SG | | C | Complete - Meeting held 10 August 2011 |
| 22-Jun-11 | A member of Cabinet and Shadow Cabinet should be invited to the Equalities and Diversity Group. | SC | 13-Dec-11 | C | An update is provided at Annex 1 to this action plan. |
| 22-Jun-11 | Member training - when is the survey going to be undertaken? | GB | 29-Sep-11 | C | Learning and Development questionnaire issued to all members. |
| 22-Jun-11 | Value for Money reviews - will there be member involvement in the new process? Possible presentation on revised process. | SC (JC) | | C | The council is currently looking at the approach to service delivery options, consideration will be given to whether member involvement is appropriate. |
| 22-Jun-11 | Members requested management attendance at the next meeting in connection with the housing benefit testing issues. | AS | 29-Sep-11 | C | Andrews Stevens and Mark Gillmore in attendance. |

| G & A meeting | Action | Owner | Target date | Progress | Feedback / Comments |
|--------------------------|---|--------------|--------------------|-----------------|--|
| 22-Jun-11 | Members agreed that a response should be given to the DCLG consultation on the future of local public audit | NM | 29-Jun-11 | C | Consultation response discussed at 29 June meeting, and response sent to DCLG on 30 June 2011. |
| 13-Jan-11 | Members agreed they would appreciate a regular update on the National Fraud Initiative to G & A. | ZH | 20-Mar-12 | IP | ZH to provide an update for the March 2012 meeting. |

Key:

AS Andrew Stevens
 CP Christine Parker
 CB Clive Bowen
 CG Craig George
 DG David Gonzalez
 EKS EK Services
 GB Glenn Back
 HP Harvey Patterson
 JC Julie Compton
 JT Justin Thomson
 LR Lisa Robertson
 MH Madeline Homer
 NM Nikki Morris
 SC Sarah Carroll
 SM Sarah Martin
 SW Simon Webb
 SG Sue Glover
 SMcG Sue McGonigal
 ZH Zoe Harrison

Key:

C Completed
 IP In progress
 O Ongoing