

Audit and Governance Committee – Tracking Decisions 2022/23

Minute No.	Resolution	Progress
<p>26 July 2021 Minute 11 – Counter Fraud Services Annual Report 2020/21</p>	<p>The Audit and Governance Committee agreed to:</p> <ol style="list-style-type: none"> 1. note the Counter Fraud Services Annual Report 2020/21 2. recommend that Ken Johnson meets with the relevant Cabinet Member to discuss the report, specifically with regards to how fraud awareness should be publicised. 	<p>Progress:</p> <p>Item 1 – Complete – no further action required.</p> <p>Item 2 – Ongoing - the recommendation from committee was forwarded onto Ken Johnson for his action.</p> <p>Update – this was discussed at 11.10.21 meeting under “tracking resolutions” and it was agreed that Brendan Arnold (Service Director for Finance) would liaise with Ken Johnson (Counter Fraud Services Manager) regarding the action to meet with the relevant Cabinet Member to discuss the Fraud report, specifically with regards to how fraud awareness should be publicised; this would be prioritised.</p> <p><i>Update:</i> Ongoing – briefing documents were in preparation and the engagement was expected in the near future.</p> <p>Update from January meeting: Minute 53: “Members were advised that a meeting was to be scheduled with the Leader within the next few weeks to discuss the management of fraud risk within the organisation. Officers were also exploring ways to produce metrics around fraud risk with the aim of providing this to the committee in the future.”</p> <p>Update – July 2022 – The Leadership of the Council changed – officers were in the process of arranging to meet with the new Leader.</p> <p>Update – 25 July 2022 – Complete:</p>

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		Officers had arranged to meet with Councillor Shayer, Cabinet Member for Finance, in August 2022.
Minute 20 - Tracking Resolutions 11 October 2021	It was agreed that Brendan Arnold (Service Director for Finance) would liaise with Ken Johnson (Counter Fraud Services Manager) regarding the action to meet with the relevant Cabinet Member to discuss the Fraud report, specifically with regards to how fraud awareness should be publicised; this would be prioritised.	Please refer above to counter fraud report progress (minute 11) for update.
29 November 2021 Minute 36 Tracking Resolutions	It was agreed that the Chair and Vice Chair would discuss the issues surrounding the public availability of the Grant Thornton Governance Review report and would report back to the Audit & Governance Committee with an update.	Date: November 2021 Progress: This is being progressed. <i>Update:</i> Complete – this report has been published publicly.
14 January 2022 Minute 56 Audit and Governance Committee Terms of Reference	The Audit and Governance Committee agreed: 1. That the Audit and Governance Committee move to a scheduled five meetings per year. <i>Reason: To ensure the required meeting time is available for members to adequately perform the core audit role.</i> 2. That the Chair makes a report and on the activity of the Audit and Governance Committee to Cabinet on a half yearly basis and to Council on an annual basis. <i>Reason: This recommendation seeks to increase the profile and influence of the Audit and Governance Committee by providing regular updates and recommendations to Cabinet and an Annual Report to Council in line with CIPFA best practice.</i>	Date: January 2022 Progress: 1. Complete - 5 meetings have been scheduled for the 22/23 calendar of meetings. 2. Complete – these have been scheduled into the work programmes for all committees mentioned. 3. This will be actioned when appropriate. 4. Complete – the committee agreed to this 5. Complete – the committee agreed to this – arrangements are being made 6. Complete 7. Complete – a meeting of the IRP is currently being arranged

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	<p>3. That when considering areas of strategic risk the Audit and Governance Committee make recommendations to other parts of the Council's democratic governance structure.</p> <p><i>Reason: This recommendation seeks to increase the profile of, and manage the committee's workload, through closer working with other parts of the democratic governance structure.</i></p> <p>4. That the committee adopt the CIPFA model terms of reference outlined at appendix I with the inclusion of the overview of the council's family of companies (2.11) and the ethical framework (7)</p> <p><i>Reason: This recommendation ensures that the committee can focus on its core functions and maintain strategic oversight of the operation of the Council's family of companies and ethical framework.</i></p> <p>5. That the committee establishes a non-proportional subcommittee with responsibility for councillor, constitution, and civic issues, the ethical framework and electoral oversight functions.</p> <p><i>Reason: This will enable the parent committee to remain focused on core audit issues and allow the Audit and Governance Committee to benefit from the input of councillors who hold a high level of knowledge and expertise in respect of constitutional issues.</i></p> <p>6. That the number of independent members is maintained, but the requirement to have one</p>	
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	<p>independent member to remain quorate is removed.</p> <p><i>Reason: The input of independent members will continue to be essential to the work of the committee. This recommendation will allow meetings to take place whilst providing independent members the flexibility to attend remotely.</i></p> <p>7. Request that the Independent Remuneration Panel consider the allowances applicable to Independent Members.</p> <p><i>Reason: Working group members recommend that the IRP review allowances applicable to Independent Members to ensure remuneration is appropriate to continue to attract high calibre candidates for independent roles across the Council's governance structure.</i></p>	
<p>25 July 2022</p> <p>Minute 5</p> <p>Audit Actions Review</p>	<p>It was agreed that a report would be submitted to the Audit and Governance Committee detailing work undertaken by internal audit in relation to covid related grants.</p>	<p>Date: July 2022</p> <p>Progress: Report requested. This was expected to be provided at a future meeting.</p>
<p>25 July 2022</p> <p>Minute 6</p> <p>External Audit Update Report and Sector Update</p>	<p>The Audit and Governance Committee agreed –</p> <p>(1)to note the report;</p> <p>(2)that the Chair and Vice Chair would be briefed on the pension deficit transaction prior to the next committee meeting.</p>	<p>Date: July 2022</p> <p>Progress:</p> <p>(1)Complete</p> <p>(2) Officer advised of action, a meeting is currently being scheduled.</p>
<p>25 July 2022</p>	<p>The Audit and Governance Committee agreed –</p>	<p>Date: July 2022</p>

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<p>Minute 7 Risk Management Monitoring Report – May 2022</p>	<p>(1)to note the current position with regard to the Strategic Risk Register;</p> <p>(2)that an update from overview and scrutiny committees regarding risk management would be included as a standing item on the Audit and Governance Committee meetings going forward;</p> <p>(3)that a response would be provided to Councillor Finn as to if the NHS continuing healthcare assessments was having an impact upon the outcome of the risk assessments.</p>	<p>Progress: (1)Complete (2)Complete – added to work programme (3)Response requested</p>
<p>25 July 2022 Minute 8 Member Development and Training</p>	<p>The Audit and Governance Committee agreed –</p> <p>(1)to note the activity undertaken and planned development opportunities;</p> <p>(2)to support the ambition to gain Member Development Charter Status and necessary strategy development;</p> <p>(3)to support the creation of a Councillor Development Steering Group to report to the Audit and Governance Committee of the Council.</p>	<p>Date: July 2022 Progress: (1)Complete (2)Complete (3)Complete</p>
<p>25 July 2022 Minute 9 Disclosure and Barring Checks for Councillors – Policy</p>	<p>The Audit and Governance Committee agreed to defer the Disclosure and Barring Checks for Councillors Policy for further consideration to the September 2022 committee meeting.</p>	<p>Date: July 2022 Progress: Complete – added to work programme and agenda for September meeting.</p>

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25 July 2022 Minute 10 Election Cycle Report	The Audit and Governance Committee agreed to defer the Election Cycle Report to the September 2022 meeting in order to facilitate greater Member involvement which would specify what further information was required to enable Members to make a decision as to the nature of the consultation.	Date: July 2022 Progress: Complete – added to work programme and agenda for September meeting.
25 July 2022 Minute 11 Health, Safety and Wellbeing Annual Report 2021/22	The Audit and Governance Committee agreed to note the contents of the report.	Date: July 2022 Progress: Complete
25 July 2022 Minute 12 Counter Fraud Services Annual Report 2021-22	The Audit and Governance Committee agreed to note the Counter Fraud Services Annual Report 2021 – 2022.	Date: July 2022 Progress: Complete
25 July 2022 Minute 13 Internal Audit Annual Report	The Audit and Governance Committee agreed to note that based on work performed during 2021/22 and previous years' audit, the Head of Internal Audit's opinion is of 'reasonable assurance' on the adequacy and effectiveness of the Authority's internal control framework.	Date: July 2022 Progress: Complete
25 July 2022 Minute 14 Internal Audit Charter and Strategy 2022/23	The Audit and Governance Committee agreed the Internal Audit and Charter and Strategy for the year 2022/23.	Date: July 2022 Progress: Complete

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25 July 2022 Minute 16 Work Programme	It was agreed that the Chair and Vice Chair of the Audit and Governance Committee would meet to discuss how reports would be considered at future meetings.	Date: July 2022 Progress: This would be discussed by the Chair and Vice Chair at the scheduled agenda setting meetings.

Key:

Grey shaded box = action complete