

# Wolverhampton City Council

## OPEN REPORT

### AUDIT COMMITTEE

Date **28 FEBRUARY 2011**

Originating Service Group(s) **OFFICE OF THE CHIEF EXECUTIVE**

Contact Officer(s)/  
Telephone Number(s) **MARTIN FOX  
555047**

Title/Subject Matter **SCHEDULE OF OUTSTANDING MINUTES**

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Set out in this report is a schedule of outstanding minutes. An indication is contained within the Schedule when it is planned that reports on individual items will be submitted for consideration.

## SCHEDULE OF OUTSTANDING MINUTES

<u>Subject</u>	<u>Date of Meeting and Minute No</u>	<u>Decision</u>	<u>Comments</u>
Contract Compliance	20.07.09 (22c)	Report on Contract Compliance to be added to the Work Programme for submission later in the year.	Scheduled in Audit Committee 2010/11 Workplan – 28 February 2011 – Annual Service Risk Register (Customer & Shared Services)
Internal Audit – Issues Update (Attendance Management)	25.01.10 (99) 20.12.10 (62b)	Expressed concern about the outstanding minute seeking progress on an implementation date for a corporate policy regarding attendance management and requested the submission of a report as soon as possible.	Scheduled in Audit Committee Workplan – 28 February 2011 – Annual Service Risk Register (Customer & Shared Services)
Internal Audit – Issues Update (LSP)	15.02.10 (113) 15.03.10 (119)	Agreed to receive regular quarterly reports about the work of the LSP.	Cabinet is due to receive a report on 23 February 2011 about options/funding issues
Delaying of Management and Administration Workstream	15.03.10 (124)	Quarterly progress reports to be submitted to the Committee in future	Project frozen pending review of programme by COSTT
Internal Audit – Outstanding Issues Update (Children's Centres/HR Recruitment Issues)	15.03.10 (131)	Further report to be submitted in June 2010 to monitor progress on various governance issues relating to Children's Centres detailed in the report.	Scheduled in Audit Committee Workplan – 11 April 2011 – Annual Service Risk Register (Children & Young People)
Bilston Urban Village	19.07.10 (22)	Progress report to be submitted by Internal Audit on the adequacy of arrangements for managing risks relating to the project.	Scheduled for Internal Audit Update Report

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Annual Governance Statement 2009/10	28.06.10 (16)	Report to be submitted on contingency plans associated with continuity of service in the event of a major service disruption/disaster.	Scheduled in Audit Committee Workplan – 28 February 2011 - Corporate Risks Update
Audit Plan 2010/11 and Audit Work Update	28.06.10 (18)	Update report to be submitted regarding the audit of Home to School Transport Systems in September 2010.	Scheduled in Audit Committee Workplan – 11 April 2011 – Annual Service Risk Register (Children & Young People)
Audit Work Update	15.11.10 (56b)	More detailed report to be submitted about the Schools Audit Item (para 2.3) to include safeguards and lessons learnt from the investigation – Director for Children and Young People requested to attend when the further report is presented.	Scheduled in Audit Committee Workplan – 11 April 2011 - Annual Service Risk Register (Children & Young People)
External Audit – Draft Audit Letter 2009/10 and Draft Audit Plan 2010/12	20.12.10 (65)	(a) Chief Legal Officer to provide all Council Members with the recommendations from the COT3 Payments report and to offer to arrange a briefing for Members if requested to do so.  (b) Noted that the Constitution Review Group is working on revisions to the constitution and requested that the recommendation to allow the Chair of Audit Committee to add items to the agenda be considered as a priority.  (c) Chief Legal Officer to contact the Chief Executive to request an early briefing for Members about the results of the first part of the review following the	Chief Legal Officer to update Members at the meeting.  Issue of Chair being authorised to add items to Workplan to be built into the review of the Constitution.  Chief Legal Officer to update Members at the meeting.

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		<p>proposed partnership with Axon Solutions Ltd.</p> <p>(d) Chief Executive requested to clarify the reporting arrangements for Internal Audit under the organisational re-structure of the Council.</p>	<p>Chair to contact the Chief Executive to clarify the situation.</p>
Assurance on Service Risks – Regeneration and Environment	24.01.11 (79a)	<p>Further updates to be provided:-</p> <ul style="list-style-type: none"> <li>• On risks arising from the Raglan Street development</li> <li>• Detailing relevant issues arising from the planning decision on the Victoria Halls development</li> <li>• On any media and partnership risks arising from the issues detailed in the report.</li> </ul>	<p>Officers requested to send updates to Members.</p> <p>Report to be submitted in April 2011.</p> <p>Officers requested to send updates to Members.</p>