

# Wolverhampton City Council

## OPEN REPORT

### AUDIT COMMITTEE

Date **29 SEPTEMBER 2011**

Originating Service Group(s) **GOVERNANCE SERVICES - DELIVERY**

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

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

---

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>
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.	Briefing note to be submitted to Members of the Committee by Interim Strategic Director for Delivery.
External Audit – Draft Audit Letter 2009/10 and Draft Audit Plan 2010/12	20.12.10 (65)	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.	Assistant Director – Governance has offered to arrange briefing if requested by Members.
Internal Audit Effectiveness Review	11.04.11 (100)	Agreed to consider receiving a report to a future meeting to discuss the future of the Committee in view of the implications of the Localism Bill and the abolition of the Audit Commission.	Localism Bill: to be considered when preparing the Committee's 2011/12 Workplan.
Future of Local Public Audit	06.06.11 (8)	Noted need for a Member briefing on the proposed changes when they are confirmed by the Government.	Updated report to be submitted in September 2011.
2010/11 Annual Governance Statement	18.07.11 (16)	Assistant Director, Governance requested to clarify the position with regard to Interim Directors signing Director Statements in support of the Annual Governance Statement and to issue a briefing note in relation to the propriety of this arrangement.	

<u>Subject</u>	<u>Date of Meeting and Minute No</u>	<u>Decision</u>	<u>Comments</u>
2010/11 Draft Statement of Accounts	18.07.11 (17)	Assistant Director, Corporate Services requested to respond to various questions raised by Members.	Written response circulated to Members on 2 August 2011.
Annual Internal Audit Report 2010/11	18.07.11 (19)	(a) Report of trends of the level of weak/unsatisfactory audit outcomes to be submitted to the Committee in 6 months' time.	Report to be submitted in January 2012.
		(b) Officers to investigate the possibility of the re-introduction of the attendance of an officer from West Midlands Police at Committee meetings and to circulate a briefing note to Members as a response.	Officers are pursuing this request with West Midlands Police.
Audit Plan 2011/12 and Audit Work Update	18.07.11 (24)	(a) Assistant Director, Corporate Services requested to submit a report in relation to the Human Resources Development programme, including action being taken to review HR policies and procedures.	Report to be submitted in September 2011.
		(b) Report to be submitted to a future meeting in relation to the scheme of delegation for schools and associated governance and sanctions framework.	Report to be submitted in September 2011.