

Purpose:

To consider progress on the matters arising from previous Governance & Audit Committee meetings.

Recommendation: That members note progress on the matters arising and request corrective action if necessary.

Matters arising Schedule

Row Labels	Action Required	Assigned To	Comments	Due Date
Governance & Audit Committee				
Black				
11 INTERNAL AUDIT QUARTERLY PROGRESS REPORT (GA.03 13/14)	<p>extract from mins of meeting 27/6/13</p> <p>(c) the Committee be provided with further information for assurance, regarding budget management and the general ledger in terms of progress achieved in implementing the required actions</p>	Stone, Russell	please provide cttee with required info... if intention is to do a formal report, please add to F Plan	31/07/2013
min 10 EXTERNAL AUDIT INTERIM REPORT	<p>extract from mins 27/6/13: -</p> <p>(b) further information regarding the current contract arrangements and putting measures in place to minimise risk at the early stages be submitted to the next meeting.</p> <p>Relates to Big red dot Foundation. - Please add item to Forward Plan FOR SEPT MTG and prepare report</p>	Stone, Russell	please provide cttee with requested info. if intention is to do a formal report please ensure it is added to F Plan - Update given to cttee 26 sept 13	31/07/2013
CORP GOV SMART ACTION PLAN	<p>EXTRACT FROM MINS 26/09/13</p> <p>the SMART Action Plan and progress to date be presented to the Committee's next meeting.</p>	McGarry, Jeanette	ITEM ADDED TO AGENDA FOR 21 NOV 13	01/11/2013
28 EXTERNAL AUDIT REPORT ISA 260 HIGHLIGHTS REPORT (GA.16 13/14)	<p>The Chairman made reference to it being good practice for both internal and external auditors to meet with the Committee in private on annual basis and it was suggested that this meeting take place after the forthcoming special meeting.</p>	Coughlan, Katie	meeting arranged for conclusion of special meeting on 22 oct 13	30/09/2013

30 INTERNAL AUDIT QUARTERLY PROGRESS REPORT (GA.18 13/14)	EXTRACT FROM MINS OF MTG 26/09/13 Members sought assurance, that the IT systems were secure from hacking attempts and in light of the technical nature of IT audits, the audit partner undertook to get further details from the specialist who had assisted and provide these to the Committee outside of the meeting.	Abbott, Rachel	INFO PROVIDED BY E-MAIL TO ALL CTTEE MEMBERS	30/09/2013
Green				
MIN 51 - JPU	Members expressed concern about the JPU's deliberations, although the report indicated that this was on track. In addition, local parishes had expressed confusion as to the process and how they can feed in to it (including the Community Infrastructure Levy). The Assistant Chief Executive undertook to raise the matter with the Director for Planning and Regeneration and provide an update to the next Committee meeting.	Sturgess, Mark	<p>verbal update provided to cttee on 27 June..info included in minutes</p> <p>further report requested by cttee 26 sept 13 - to be added to fp for jan mtg</p> <p>EXTRACT FROM MINS: - With regard to the black item entitled MIN 51 JPU, the Committee requested that a further report be submitted to give assurance that all actions arising from the audit had been completed.</p>	31/12/2013