

Governance & Audit Committee						
Black						
11 INTERNAL AUDIT QUARTERLY PROGRESS REPORT (GA.03 13/14)	<p><b>Extract from mins of mtg 27/6/13</b></p> <p><b>the Director of Regeneration and Planning be in attendance at the Committee's next meeting to provide assurance around the project plan and its implementation in respect of Gainsborough Re-gained;</b></p>	Coughlan, Katie	<p><b>Invite and request has been made to relevant Director - kjc</b></p>	31/07/2013		
12 INTERNAL AUDIT ANNUAL REPORT (GA.04 13/14)	<p><b>extract from mins of meeting 27/06/13</b></p> <p><b>an interim report / briefing paper be provided to the Committee on current investment decisions, setting out what is the process; all current investment decisions be investigated; the level they are each worked up to and who has provided due diligence for each.</b></p>	Stone, Russell	<p><b>please provide committee with requested info. if the intention is to do a formal paper please add to F Plan.</b></p> <p><b>info submitted to chairs brief on 16 September</b></p>	08/08/2013		
	<p><b>extract from mins of mtg 27/6/13: -</b></p> <p><b>(b) a further update be provided to the Committee at its next meeting setting out progress achieved against the action plan outlined by the Assistant Chief Executive, detailed above; (SEE MINUTES FOR FURTHER DETAILS)</b></p>	Reeks, Alex	<p><b>item has been added to FPlan - KJC .</b></p> <p><b>please prepare report for submission to GA at its sept meeting. The update is included in the paper 'Councils response to Internal Audit Annual Report and update on action plan.</b></p>	08/08/2013	None required	

14 ANNUAL GOVERNANCE STATEMENT (GA.06 13/14)	<p><b>extract from mins of mtg 27/06/13</b></p> <p><b>RESOLVED that both investment decisions and the Constitution be incorporated into the list of issues referred to in Section 4 of the report; and the final statement be submitted to the September meeting of the Governance and Audit Committee for approval.</b></p>	Reeks, Alex	<b>Both items included in the report as requested and the paper is on the agenda for the September meeting.</b>	08/08/2013		
16 UN-AUDITED STATEMENT OF ACCOUNTS (GA.08 13/14)	<p><b>Extract from mins of mtg 27 /6/13</b></p> <p><b>a training session be arranged 2 weeks prior to the Committee's next meeting in September to assist Members with scrutinising and questioning the Accounts when presented for approval.</b></p>	Bircumshaw, Tracey	<b>please commence action asap. KJC happy to assist but do need to be provided with some potential dates when trainer can attend fairly quickly so rooms can be booked and members advised. Training arranged for 19 september</b>	08/08/2013		
arrange special meeting	<p><b>extract from mins of meeting 27/6/13</b></p> <p><b>a Special Meeting be arranged during September 2013 to consider the Elswitha report.</b></p>	Coughlan, Katie	<b>meeting arranged for 22 October and all members advised</b>	08/08/2013		
MIN 48 - MEMBER DEVELOPMENT PLAN	<p><b>In reference to discussion around a closed MA on Min 27, it was agreed that the Member Development Plan be brought to the next Committee Meeting. It was further agreed that the information previously circulated relating to appraisals be sent to Members of the Committee.</b></p>	Robinson, Alan	<b>Member development plan to be brought to a future meeting once available. Item is on the Agenda for 26/09/2013</b>	26/09/2013		

	Standards for training for planning committee members to form part of the report. ITEM ADDED TO FP - NC					
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.	Reeks, Alex	verbal update provided to cttee on 27 June..info included in minutes	06/06/2013		
MIN 54 - MEMBER FORUM	Alan to set up a meeting of the Member Forum to discuss issues raised at Committee such as: - the Planning Application Process - sharing of planning information with members - equality of ward representation at planning committee - clarity around the constitution and the role and responsibilities of Members and officers	Robinson, Alan	To be included as part of Member training on the 10th July	31/07/2013		
<b>Green</b>						
future of public audit - watching brief topic	<b>RESOLVED</b> that the content of report GA.42 11/12, be received and noted and a 'watching brief' be kept on the issue of the Public of Future Audit at this stage.	Stone, Russell	ongoing action  THIS IS A WATCHING TOPIC AND THEREFORE IS NOT	01/05/2012		21/06/2013

			<b>CLOSED AND IS ONGOING.</b>			
min 10 EXTERNAL AUDIT INTERIM REPORT	<p><b>extract from mins 27/6/13: -</b></p> <p><b>(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.</b></p> <p><b>Relates to Big red dot Foundation. - Please add item to Forward Plan FOR SEPT MTG and prepare report</b></p>	Stone, Russell	<b>please provide cttee with requested info. if intention is to do a formal report please ensure it is added to F Plan</b>	31/07/2013	<b>Contract provides for 18month review. CEEXEC and BRDF Director to discuss amendment to contract re Trust Fund at termination and/or end of contract. Legal to be instructed to amend as agreed TJB 16.9.13</b>	
<b>Red</b>						
11 INTERNAL AUDIT QUARTERLY PROGRESS REPORT (GA.03 13/14)	<p><b>extract from mins of meeting 27/6/13</b></p> <p><b>(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</b></p>	Stone, Russell	<b>please provide cttee with required info... if intention is to do a formal report, please add to F Plan</b>	31/07/2013		