

Audit Committee, 5 September 2017

Matters Arising

Executive summary and recommendations

Attached is an actions list as agreed at the last public meeting of the Audit Committee.

Decision

The Committee is requested to note the document. No decision is required.

Background information

Please refer to individual papers and minutes for the background to decisions.

Resource implications

None

Financial implications

None.

Appendices

None.

Date of paper

29 August 2017

Action points

Audit Committee - Public meeting

14 June 2017

	Action point (and location in the minutes)	For the attention of/ Comment on progress
1	Item 6. Internal Audit Report – Payroll review (report ref: AUD 17/17) The Committee agreed to receive an update on the new system's implementation and any outstanding issues from the Director of Human Resources in six months. (6.5)	Director of Human Resources To be provided at November 2017 Committee meeting
2	Item 6. Internal Audit Report – Payroll review (report ref: AUD 17/17) The Committee requested that the Executive review existing contracts to determine if contractual service level agreements should be implemented. (6.6)	Executive On today's agenda item 10.
3	Item 11. Draft annual report and accounts 2016-17 (report ref: AUD 21/17) The Committee discussed the Chair of Council's signing of the report and accounts. ...The Committee requested written advice on this from the Council's Solicitor. (11.4)	Secretary to the Committee Complete, the advice was reported to the Council in July 2017 before approval of the annual report.
4	Item 12. Assurance mapping (report ref: AUD 22/17) It was noted that the Audit Committee is listed as an assurance for some risks on the map and that this should be amended in consultation with the Chair of the Committee. (12.5)	Head of Business Process Improvement Complete, to be discussed under item 14.
5	Item 13. ISO standards assurance (report ref: AUD 23/17) The Committee agreed that the presentation should be provided to the Council. (13.5)	Head of Business Process Improvement This has been added to the list of Council development topics for consideration by the Chair of Council.