

ITEM APPENDIX 1

PROGRESS MONITORING REPORT to DECEMBER 2009 – AUDIT COMMITTEE

Title of Agenda Item	Concern/Cause	Action Proposed	Responsibility	By when	Action Taken	Status
MEETING HELD ON 27 MARCH 2008						
5.e	Are reports on the work of external audit and other inspection agencies presented to the committee, including the Audit Commission's annual audit and inspection letter?	Audit Commission reports are now automatically presented, but needs extending to other inspection agencies	Neil Pitman	Sept 08	Results of the assurance mapping exercise incorporated within the agenda for the January 2010 Audit Committee.	COMPLETE
MEETING HELD ON 24 SEPTEMBER 2008						
3. Audit Commission : Audit and Inspection Plan Progress Report		(ii) that the External Audit Manager, Audit Commission would certify completion of the City's accounts as soon as the questions raised by two electors had been answered. (Minute No 18(ii))	External Audit Manager, Audit Commission		The District Auditor has now certified completion of the audit of the 2007/08 financial statements and is reviewing correspondence received from one elector in respect of the 2008/09 financial statements	ONGOING

MEETING HELD ON 19 MARCH 2009

<p>8. Internal Audit: Revised Strategic Plan 2007/08 to 2009/2010</p>		<p>that the Solicitor to the Council be requested to arrange appropriate training for members and officers regarding partnership working under the new Partnership code</p>	<p>Henry Pavey</p>	<p>Sep 09</p>	<p>Communication of the Code and Toolkit to officers and Members led by the Council's Strategic Partnerships Manager commencing with a presentation at the Senior Managers Conference in Dec 09 followed by a Member Briefing session on 18th January 2010.</p>	<p align="center">COMPLETE</p>
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MEETING HELD ON 24 JUNE 2009						
15. Internal Audit: Status of Work May 2009		(ii) that a member of the Internal Audit Team attend the meetings of the Schools Forum with a view to being able to offer guidance and advice on the requirements of financial matters and record keeping.	Neil Pitman	Mar 10	To attend the first available Schools Forum following the completion of the 2009/10 thematic audit review.	COMPLETE
MEETING HELD ON 23 SEPTEMBER 2009						
6. Strategic Risk Register		That the member training session on Risk Management scheduled for 12 th November should make specific reference to the Strategic Risk Register and the views of members attending be canvassed regarding the content of the document.	Celia Fraser/Peter Rogers	Nov 09	The member training session on Risk Management on 12 th November to make specific reference to the Strategic Risk Register and canvass the views of attendees regarding the content of the document.	COMPLETE
	Risk 3 – How is the risk score in respect of “members being provided with reliable, accurate and robust information upon which to base strategic decisions” validated?	Wider view of members should be canvassed.	Peter Rogers	Dec 09	As above	COMPLETE

	Risk 11 - How is the cost of the adaptation and action plans, being developed to manage weather/climate risks, being funded?	Circulate the information to all members of the Committee.	Peter Rogers	Dec 09	Note circulated to Members confirming how the mitigating actions are being funded.	COMPLETE
	Risk 12 – What are the costs and financial penalties from Central Government for not meeting Carbon Reduction Commitment (“CRC”) targets and deadlines to come into force during 2013?.	Circulate a briefing paper/information to all members of the Committee.	Peter Rogers	Dec 09	CRC briefing paper, developed by the Council’s Energy Manager, circulated to Members.	COMPLETE
7. Internal Audit Status of Work	Sport and Recreation page 15 – Breaches in Financial Procedure Rules.	List of Leisure Venues concerned to be sent to Councillor Daunt.	Neil Pitman	Dec 09	List of Leisure Venues referred to in the internal audit review circulated 9 th October 09	COMPLETE

MEETING HELD ON 10 DECEMBER 2009

4. Audit Commission: Annual Audit Letter 2008/09	Levels of academic attainment in Southampton schools in light of the increases of expenditure in recent years.	that with regard to Key Messages Section 8 page 4 – Actions contained in the Letter the Executive Director of Children’s Services and Learning be requested to submit a report to the January, 2010 meeting in view of the Committee’s concern on the levels of educational performance and attainment in the City’s schools advising and informing on the action being taken and proposed together with an overview of the use of financial resources.		Dec 09		
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