

Audit & Governance Committee Recommendations Tracking

Recommendations (REFERRALS)

Number	Meeting Date	Item	Recommendation / Referral	To	Response
R3/14	29/05/14	2013/14 Annual Governance Statement	To COMMEND the draft Annual Governance Statement, subject to the amendments outlined above, to the Cabinet for publication with the council's Statement of Accounts.	Cabinet	On 24 June 2014, Cabinet approved the Annual Governance Statement for inclusion within the Statement of Accounts and Annual Report. Audit & Governance Committee is to continue to monitor the governance environment and report to Cabinet as appropriate. A half year governance update is scheduled for the meeting on 1 December 2014.
R4/14	31/07/14	Completed Internal Audit Reports	The Chairman to write to the Cabinet Member for Highways, Transport and Flooding Recovery with regard to concerns about Operation Horizon.	Cabinet Member for Highways, Transport and Flooding Recovery	A letter was sent to the Cabinet Member on 1 September 2014 and was circulated as part of the committee bulletin (attached as Annex B).
R5/14	31/07/14	Completed Internal Audit Reports	The Chairman to write to the Cabinet Member for Schools & Learning with regard to the SEN Strategy.	Cabinet Member for Schools & Learning	A letter was sent to the Cabinet Member on 1 September 2014 and was circulated as part of the committee bulletin (attached as Annex B).

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Recommendations (ACTIONS)

Number	Meeting Date	Item	Recommendation / Action	Action by whom	Action update
A35/13	02/12/13	Recommendations Tracker	The Chairman agreed to write to the Leader of the Council about concerns over the sharing of data on Council Tax and Business Rates collection	Chairman	<p>A letter was sent to the Leader of the Council, dated 19 December 2013. A response was received dated 7 January 2014.</p> <p>On 24 March 2014, the committee was updated on an officer review of the poor response to the request for monthly data. A new, quarterly format had been developed and would be considered by borough and district revenue managers in April 2014.</p> <p>On 29 May, the Director of Finance assured the committee that the Surrey Treasurers' Association was keeping this issue on the agenda. The Chairman responded that the Audit & Governance Committee would continue to monitor the situation.</p>
A8/14	24/03/14	Transport for Education – Management Action Plan Progress	Officers from Environment & Infrastructure and Children, Schools & Families directorates to jointly conduct a pilot process review of Transport for Education in the South East area after 1 September 2014.	Assistant Director for Schools & Learning Transport Co-ordination Centre Manager	To be scheduled after 1 September 2014.
A12/14	29/05/14	Internal Audit Annual Report 2013/14	The Chief Internal Auditor to consider the need for an audit of recovery rates following damage to Council property.	Chief Internal Auditor	A relevant note has been added to the Audit Universe to highlight this as an area to consider as part of the 2015/16 annual planning process.

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A17/14	29/05/14	Property Asset Management System Implementation Update	The committee to be made aware of the results of any evaluation of the delivery of expected benefits through the information bulletin.	Performance Manager, Property Services	To be scheduled for the November bulletin.
A18/14	31/07/14	Social Care Debt	The Strategic Finance Manager – Adult Social Care, Public Health & Fire to consider introducing a second date to pay social care within the month and report back to the committee.	Strategic Finance Manager – Adult Social Care, Public Health & Fire	The Strategic Finance Manager – Adult Social Care, Public Health & Fire to provide a response at the 25 September meeting of the committee.
A19/14	31/07/14	Social Care Debt	Officers to identify best practice at the two local authorities which have a higher proportion of service users paying by direct debit than Surrey.	Strategic Finance Manager – Adult Social Care, Public Health & Fire	The Strategic Finance Manager – Adult Social Care, Public Health & Fire to provide a response at the 25 September meeting of the committee.
A20/14	31/07/14	Social Care Debt	The committee to monitor performance against the Social Care Debt Audit's Management Action Plan.	Strategic Finance Manager – Adult Social Care, Public Health & Fire	The Strategic Finance Manager – Adult Social Care, Public Health & Fire to provide a response at the 25 September meeting of the committee.
A22/14	31/07/14	External Audit Report on Value for Money for Surrey County Council	The Director of Finance to bring a report to committee following the Rapid Improvement Event on the capital programme.	Director of Finance	A report has been scheduled for March 2015.

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Completed Recommendations/Referrals/Actions – to be deleted

Number	Meeting Date	Item	Recommendation / Action	Action by whom	Action update
A32/13	02/09/13	Ethical Standards Annual Review	That the Committee receive an annual report on the operation of the Code of Conduct.	Monitoring Officer	A report is on the agenda for 25 September 2014.
A9/14	29/05/14	Completed Internal Audit Reports	The Vice-Chairman to review the background papers to the audit of Officer Interests and report back to the committee.	Vice-Chairman	The Vice-Chairman has reviewed the papers and reported back to the committee on 31 July 2014.
A13/14	29/05/14	Risk Management Annual Report	Risk L15 (Central Government policy development) to be developed to have a greater focus on the Care Act.	Risk and Governance Manager	This was addressed on 31 July 2014.
A21/14	31/07/14	Annual Report of Surrey County Council	Officers to discuss with Communications different channels for advertising the Annual Report.	Senior Principal Accountant – Management Accounting	The Annual report has been distributed to local MPs, Members, Chamber of commerce and other partners. It has been circulated on external and internal website and in Surrey matters.