
EXCERPT FROM THE MINUTES OF THE EXECUTIVE HELD ON 29 OCTOBER 2012

**EX.127/12 REFERENCE FROM THE AUDIT COMMITTEE – INTERNAL AUDIT
PROGRESS REPORT**
(Non Key Decision)

Portfolio Finance, Governance and Resources

Relevant Overview and Scrutiny Panel Resources

Subject Matter

Pursuant to Minute AUC.57/12, consideration was given to a reference from the Audit Committee on 26 September 2012 following their consideration of an Internal Audit Progress Report (RD.37/12).

The Chairman of the Audit Committee gave an overview on the matter, emphasising the concerns expressed by Members, namely:

The Audit Committee had resolved:

“(5) That the Audit Committee received the completed audit reports attached as Appendices D to I of the report, subject to the following concerns which should be drawn to the attention of the Executive and Senior Management Team:

- Audit of IT Strategy – the Committee wished to raise Portfolio Holder awareness of the implications of the ICT Strategy on the Corporate Plan, Budget and objectives of the two Councils. Members believed that an Equality Impact Assessment should also be undertaken.
- Audit of Data Quality and Records Management –
 - (i) the Committee was concerned at the ‘restricted’ rating attributed to the Audit of Records Management and that there were no overall records management arrangements at corporate level; would like to see development of a draft Records Management Policy by December 2012, for submission to this Committee at their January 2013 meeting (R14); and
 - (ii) The implementation date of 31 March 2012 by which a designated Officer would be given responsibility for managing records and providing guidance was inadequate; the Committee recommended that a Senior Officer take immediate responsibility.”

A copy of the Minute Excerpt had been circulated.

Summary of options rejected None

DECISION

That the concerns expressed by the Audit Committee, and detailed within Minute AUC.57/12 – Recommendation (5), be noted.

Reasons for Decision

To respond to a reference from the Audit Committee