

**BROMSGROVE DISTRICT COUNCIL**

**AUDIT BOARD**

**19<sup>th</sup> September 2013**

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**AUDIT COMMISSION ANNUAL GOVERNANCE REPORT 2011/12 –  
PROGRESS ON ACTIONS**

Relevant Portfolio Holder	Roger Hollingworth
Portfolio Holder Consulted	Yes
Relevant Head of Service	Teresa Kristunas
Wards Affected	<b>All</b>
Ward Councillor Consulted	None specific

**1. SUMMARY OF PROPOSALS**

- 1.1 To enable Members to consider the updates on actions relating to recommendations made by the Audit Commission in their Annual Governance Report 2011/12.

**2. RECOMMENDATIONS**

- 2.1 **That the Board considers and notes the updates to the actions relating to the Annual Governance Report 2011/12**

**3. KEY ISSUES**

**Financial Implications**

- 3.1 None other than those included in this report.

**Legal Implications**

- 3.2 The Accounts and Audit Regulations 2011 require that the Council complies with statutory accounting legislation and changes.

**Service / Operational Implications**

- 3.3 As part of the process for auditing the final accounts for 2011/12 the Audit Commission review our processes and procedures and make any recommendations that they feel may improve our service and accounting in the future. There are 5 recommendations proposed by the Audit Commission that were been agreed by officers and reported to members in September 2012. These recommendations as reported and the action updates are ;

- Review the shared service plans accounting arrangements in order to simplify the process

- A workshop has been undertaken with internal finance staff and external audit to review the way that we account for the shared service. The issue of ensuring that each organisation funds an accurate proportion of the costs associated with the services provided was the focus of the session. The resulting framework will ensure that the accounts can be easily verified and checked by the External Auditors as part of the year end final accounts process.
- Improve risk management arrangements and reporting
  - As Members are aware a significant amount of work has been undertaken to ensure Corporate and Departmental Risk registers are developed. There is a clear plan for these to be presented to this Board on a regular basis.
- Continue to monitor the delivery of the Internal Audit plan
  - The Shared Service Internal Audit manager will continue to present quarterly reports to this Board to ensure that the Audits are being completed and that the resources are adequate for the level of service to be delivered.
- Review the format of the monitoring of savings as presented to officers and members
  - The financial monitoring reports for 2013/14 (from April – June 2013) will have better information in relation to the savings to be delivered. This will be managed within the current system ability and will not use further resource to analyse the information. The format of these reports will show the savings generated as a separate table to ensure members can see that savings have been realised.
- Review the benefits transformation with the aim to bring to a close
  - The work undertaken by the Benefits team is evolving and currently the team are working face to face to ensure a comprehensive support and advice service is given to customers. It is not envisaged that the transformation of the service will come to an end as the changing work focus resulting from Universal Credit which will have a significant impact on the District will continue to redesign how we provide the service.

- 3.4 Officers will continue to work through the issues that are still outstanding and report to Members at the next meeting.

**Customer / Equalities and Diversity Implications**

- 3.5 None as a direct result of this report.

**4. RISK MANAGEMENT**

- 4.1 The corporate risk register includes the preparation of the accounts and the controls in place to ensure the accounts are treated in compliance with accounting standards.

**5. APPENDICES**

N/A

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