## **BIRMINGHAM CITY COUNCIL**

## **AUDIT COMMITTEE**

#### <u>19 July 2023</u>

#### SCHEDULE OF OUTSTANDING MINUTES

# Note: As of 30 September 2021 – Responses to outstanding actions to be made within a 2 month period unless there is an exceptional reason.

Completed & discharged

Approaching 2 months

2 months +

MINUTE NO./DATE	SUBJECT MATTER	COMMENTS
529 22/11/2022	ASSURANCE SESSION - CABINET MEMBER SOCIAL JUSTICE, COMMUNITY, SAFETY & EQUALITIES PORTFOLIO Additional actions: That the Audit Committee: (iii) Agreed for officers to provide further details on the eligibility for the School meals during the holidays, details on the Ukraine Response Programme and the outstanding queries raised at the meeting.	Richard Brooks Director - Strategy, Equality & Partnerships to respond (Awaiting response) Update provided by Janie Berry at 28 March meeting. Link to O&S papers circulated 30/05/2023
		COMPLETED & DISCHARGED
544 31/01/2022	ASSURANCE SESSION - CABINET MEMBER SOCIAL JUSTICE, COMMUNITY, SAFETY & EQUALITIES PORTFOLIO (PART 2)	Email was circulated to Members on 27/03/2023 with the response to this action.
	Additional actions:   That the Audit Committee:   (ii) Requested for regular updates on the progress and developments around Job Evaluation to be shared with the Committee.	Darren Hockaday offered to present an update on JE at the next Audit Committee (if required) Darren Hockaday – Director of HR & Organisation Development <b>COMPLETED &amp;</b> <b>DISCHARGED</b>

NINUTE NO/DATE   SUBJECT MATTER   COMMENTS     (ii)   Further details around flexible working, policy, performance of hybrid homeworking in ew ways of working) data to be shared with the Committee.   Email was circulated to Members on 27/03/2023     560   THE LOCAL GOVERNMENT AND SOCIAL CARE OMBUDSMAN AND THE HOUSING OMBUDSMAN ANNUAL REVIEW 2021/22   COMPLETED & DISCHARGED     540   Additional Actions:   LGSCO representatives attending 19 July meeting to provide a briefing.     (iii)   Agreed for a representative from both the Local Government and Social Care Ombudsman's (HO) to provide a briefing session to Audit Committee Members to understand the role of the Ombudsman's (IV)   LGSCO representatives attending 19 July meeting to provide a briefing.     562   RISK MANAGEMENT UPDATE   LGSCO representatives attending HO provide a briefing.     14/02/2023   RISK MANAGEMENT UPDATE   Dawanna Campbell & Jarile Berry     14/02/2023   RISK MANAGEMENT UPDATE Additional Action:   Email Circulated by Saraho oz 27/09/2023 with a briefing note.     575   CONPU COMPNY GOVERNANCE - INFORMING THE AUDIT NEW ASSESSMENT.   Sarah Dunlaway     575   CONPU COMPNY GOVERNANCE - INFORMING Committee Members to understand the work undertaken by Cabinet Committee Group.   Akison Jarretf/ Mohammad Sajid/ Committee Services			
560 THE LOCAL GOVERNMENT AND SOCIAL CARE ONBUDSMAN AND THE HOUSING OMBUDSMAN AND THE HOUSING OMBUDSMAN AND THE HOUSING OMBUDSMAN ANNUAL REVIEW 2021/22 COMPLETED & DISCHARGED   560 14/02/2023 THE LOCAL GOVERNMENT AND SOCIAL CARE ONBUDSMAN ANNUAL REVIEW 2021/22 COMPLETED & DISCHARGED   560 14/02/2023 Additional Actions: LGSCO representative from both the Local Government and Social Care Ombudsman's (LGSCO) and Housing Ombudsman. LGSCO representatives attending 19 July Members on 11/07/2023   (iv) Details of the number of complaints for 2022- 23 across the organisation to be shared with Committee Members. Email was circulated to Members on 11/07/2023   562 RISK MANAGEMENT UPDATE Additional Action: Dawanna Campbell & Jarie Berry   14/02/2023 RISK MANAGEMENT UPDATE Email circulated by Sarah or 27/06/2023 With a briefing noce. Sarah Ounlavey   575 28/03/2023 GROUP COMENY GOVERNANCE – INFORMING THE AUDIT RISK ASSESSMENT Alson Jarretf Mohammed Sajd/ Committee Services   575 28/03/2023 GROU	-	SUBJECT MATTER	COMMENTS
Second		policy, performance of hybrid homeworking (new ways of working) data to be shared with	Members on 27/03/2023 with the response to this action.
14/02/2023 OMBUDSMAN AND THE HOUSING OMBUDSMAN ANNUAL REVIEW 2021/22 List   Additional Actions: Additional Actions: List Core presentatives from both the Local Government and Social Care Ombudsman's (LGSCO) and Housing Ombudsman's (LGSCO) and Housing Ombudsman's (HO) to provide a briefing session to Audit Committee Members to understand the role of the Ombudsman. LGSCO representatives attending 19 July meeting to provide a briefing.   (iv) Details of the number of complaints for 2022- 23 across the organisation to be shared with Committee Members. Email was circulated to Members on 11/07/2023 with a response to this action.   562 RISK MANAGEMENT UPDATE Additional Action: Dawanna Campbell & Janie Berry   600 RISK MANAGEMENT UPDATE Additional Action: Email circulated by Sara on 27/06/2023 with a briefing note.   575 GROUP COMPNY GOVERNANCE – INFORMING THE AUDIT RISK ASSESSMENT Email circulated by Sara on 27/06/2023 with a briefing note.   575 GROUP COMPNY GOVERNANCE – INFORMING Undertaken by Cabinet Committee Group Alison Jarrett/ Mohammed Sajid/ Committee Services			
562 RISK MANAGEMENT UPDATE LGSC0 representatives or the array of the analytic or the array of the ar		OMBUDSMAN AND THE HOUSING OMBUDSMAN	
562 RISK MANAGEMENT UPDATE Additional Action: Email circulated by Sarah Dunlavey   575 28/03/2023 GROUP COMPNY GOVERNANCE – INFORMING Email circulated by Sarah Dunlavey   575 28/03/2023 GROUP COMPNY GOVERNANCE – INFORMING Email circulated by Sarah Dunlavey   575 28/03/2023 GROUP COMPNY GOVERNANCE – INFORMING Email circulated by Sarah Dunlavey   575 28/03/2023 GROUP COMPNY GOVERNANCE – INFORMING Email circulated by Sarah Dunlavey   575 28/03/2023 GROUP COMPNY GOVERNANCE – INFORMING Additional Action:   (ii) An offline briefing session to be arranged for Committee Members to understand the work undertaken by Cabinet Committee Group Alison Jarrett/		Additional Actions:	
(iv)Details of the number of complaints for 2022 23 across the organisation to be shared with Committee Members.Email was circulated to Members on 11/07/2023 with a response to this action.562 14/02/2023NISK MANAGEMENT UPDATE Additional Action:Dawanna Campbell & Janie Berry562 14/02/2023NISK MANAGEMENT UPDATE Additional Action:Email circulated by Sarah on 27/06/2023 with a briefing note.575 28/03/2023GROUP COMPNY GOVERNANCE – INFORMING HE AUDIT RISK ASSESSMENTEmail circulated by Sarah Dunlavey575 28/03/2023GROUP COMPNY GOVERNANCE – INFORMING HE AUDIT RISK ASSESSMENTAlsion Jarret/ Mohammed Sajid/ Committee Members to understand the work undertaken by Cabinet Committee Group		Local Government and Social Care Ombudsman's (LGSCO) and Housing Ombudsman's (HO) to provide a briefing session to Audit Committee Members to	attending 19 July meeting to provide a
S62 14/02/2023RISK MANAGEMENT UPDATE Additional Action:COMPLETED & DISCHARGED562 14/02/2023RISK MANAGEMENT UPDATE Additional Action:Email circulated by Sarah on 27/06/2023 with a briefing note.575 28/03/2023GROUP COMPNY GOVERNANCE – INFORMING THE AUDIT RISK ASSESSMENTEmail circulated by Sarah Dunlavey575 28/03/2023GROUP COMPNY GOVERNANCE – INFORMING THE AUDIT RISK ASSESSMENTAlison Jarrett/ 		<ul><li>(iv) Details of the number of complaints for 2022-</li><li>23 across the organisation to be shared with</li></ul>	Members on 11/07/2023 with a response to this
S62 14/02/2023 RISK MANAGEMENT UPDATE DISCHARGED   Additional Action: Additional Action: Email circulated by Sarah on 27/06/2023 with a briefing note.   (iii) A report to be discussed at the next meeting on an audit investigation in the media that resulted in a custodial sentence. Email circulated by Sarah on 27/06/2023 with a briefing note.   575 28/03/2023 GROUP COMPNY GOVERNANCE – INFORMING THE AUDIT RISK ASSESSMENT Sarah Dunlavey   6000000000000000000000000000000000000			•
14/02/2023 Additional Action: Email circulated by Sarah on 27/06/2023 with a briefing note.   (iii) A report to be discussed at the next meeting on an audit investigation in the media that resulted in a custodial sentence. Email circulated by Sarah on 27/06/2023 with a briefing note.   575 28/03/2023 GROUP COMPNY GOVERNANCE – INFORMING THE AUDIT RISK ASSESSMENT Sarah Dunlavey   575 28/03/2023 Image: Additional Action: Additional Action:   (ii) An offline briefing session to be arranged for Committee Members to understand the work undertaken by Cabinet Committee Group Alison Jarrett/ Mohammed Sajid/Committee Services			
Additional Action: Email circulated by   (iii) A report to be discussed at the next meeting on an audit investigation in the media that resulted in a custodial sentence. Email circulated by   575 Sarah on 27/06/2023 Sarah on 27/06/2023   575 STAD Dunlavey Sarah Dunlavey   6 Additional Action: Sarah Dunlavey   (ii) An offline briefing session to be arranged for Committee Members to understand the work undertaken by Cabinet Committee Group Alison Jarrett/		RISK MANAGEMENT UPDATE	
on an audit investigation in the media that resulted in a custodial sentence.Sarah on 27/06/2023 with a briefing note.575 28/03/2023GROUP COMPNY GOVERNANCE - INFORMING THE AUDIT RISK ASSESSMENTSarah Dunlavey6 Additional Action: (ii) An offline briefing session to be arranged for Committee Members to understand the work undertaken by Cabinet Committee GroupAlison Jarrett/ Mohammed Sajid/ Committee Services		Additional Action:	
575 28/03/2023 GROUP COMPNY GOVERNANCE – INFORMING   THE AUDIT RISK ASSESSMENT Additional Action:   Additional Action: (ii) An offline briefing session to be arranged for Committee Members to understand the work undertaken by Cabinet Committee Group Alison Jarrett/ Mohammed Sajid/ Committee Services		on an audit investigation in the media that	Sarah on 27/06/2023
28/03/2023 THE AUDIT RISK ASSESSMENT   Additional Action: Additional Action:   (ii) An offline briefing session to be arranged for Committee Members to understand the work undertaken by Cabinet Committee Group Alison Jarrett/ Mohammed Sajid/ Committee Services			Sarah Dunlavey
(ii) An offline briefing session to be arranged for Committee Members to understand the work undertaken by Cabinet Committee Group Committee Services			
Committee Members to understand the work Understand Sajid/ undertaken by Cabinet Committee Group Committee Services		Additional Action:	
		Committee Members to understand the work undertaken by Cabinet Committee Group	Mohammed Sajid/
2			

MINUTE NO./DATE	SUBJECT MATTER	COMMENTS
576 28/03/2023	AUDIT FINDINGS REPORT 2020/21 AND 2021/22   Additional Action:   (ii) Suggested for officers to compile a dashboard indicating recruitment across the organisation indicating targets, workforce planning across service areas.	Email was circulated to Members on 19/06/2023 with the response to this action. COMPLETED & DISCHARGED
577 28/03/2023	APPROVAL OF THE STATEMENT OF ACCOUNTS 2020/21 AND 2021/22 Additional Action: (vi) Officers to arrange an offline briefing via the Treasury Advisor for committee members to gain a better understanding on affordable borrowing.	Contact made to David Green on 08.06.2023. Dates to be explored before sharing with Committee Members. Mohammed Sajid/ Committee Services
603 28/06/2023	UPDATE FROM THE EXTERNAL AUDITORSAdditional Action:(ii)Agreed for a report on Equal Pay to be provided at the next meeting 19 July 2023.(iii)Noted a briefing session to be delivered by the External Auditors on Equal Pay and Oracle.	Committee Services External Auditors