




BIRMINGHAM CITY COUNCIL

AUDIT COMMITTEE

14 February 2023

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
442 29/03/2022	<u>ADOPTION OF ACCOUNTING POLICES FOR 2021/22</u> (i) Members requested that Officers facilitate a future training session in relation to the valuation process associated with the Council's plant and property.	This training session will be arranged during the early stages of the 2022-23 municipal year. Briefing took place 24 November 2022 between 1700 – 1900 hours. Completed & discharged
513 18/10/2022	<u>ASSURANCE SESSION - CABINET MEMBER DIGITAL, CULTURE, HERITAGE & TOURISM PORTFOLIO</u> <u>Additional actions:</u> (ii) Agreed for a briefing note to be shared on the implementation of Oracle; including details on the final expenditure (i.e. additional expenditure; ongoing expenditure); start of the project figures; what actual spend was; how late was the delivery and the learnings from this process.	Sara Pitt (Awaiting response) <u>Update: 31/01/23 – Email sent to members by Sarah Dunlavy responding to around risks associated on the Oracle system</u>

MINUTE NO./DATE	SUBJECT MATTER	COMMENTS
	<p>(iii) Agreed for a briefing note to be shared on data breaches, security training and work undertaken to capture the 15% of the Council who had not undertaken this training.</p> <p>(iv) Agreed for a briefing note to be shared on the uptake of the annual training across the Council, non-compliance and risks associated with the roles of an elected member (in particular to Audit Committee).</p>	<p>Cheryl Doran Information circulated to Committee Members on 16/01/2023. Completed & discharged</p> <p>Janie Berry Information circulated to Committee Members on 22/11/2022. Completed & discharged</p>
529 22/11/2022	<p><u>ASSURANCE SESSION - CABINET MEMBER SOCIAL JUSTICE, COMMUNITY, SAFETY & EQUALITIES PORTFOLIO</u></p> <p><u>Additional actions:</u></p> <p>That the Audit Committee:</p> <p>(ii) Invited the Cabinet Member for Social Justice, Community, Safety & Equalities to the next meeting of the Committee in January.</p> <p>(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.</p>	<p>Councillor Cotton, Darren Hockaday and Waqar Ahmed attending 31 January 2023 meeting. Completed & discharged</p> <p>Richard Brooks Director - Strategy, Equality & Partnerships to respond (Awaiting response)</p>