

**Open Report on behalf of Pete Moore,  
Executive Director Resources and Community Safety**

Report to:	<b>Audit Committee</b>
Date:	<b>21 March 2011</b>
Subject:	<b>Analysis of High Priority Recommendations Outstanding at 31 January 2011</b>

**Summary:**

This report provides an analysis of the high priority audit recommendations outstanding at 31 January 2011, and suggests how they should be managed.

**Recommendation(s):**

That the Committee notes the contents of the report, agrees to the suggested actions, and identifies any additional actions it requires.

**Background**

1. The Corporate Audit Progress Report has identified 22 outstanding recommendations, of which 6 are high priority. This report provides more detail on the status of those high priority recommendations outstanding and suggests how they should be managed.

<b>Audit</b>	<b>Court of Protection</b>		
<b>Date</b>	June 2010	<b>Assurance</b>	Substantial
<b>Action</b>	Complete tax returns on all current cases and develop a process of annual review for tax, in line with other current annual reviews carried out on cases.		
<b>Status</b>	Commitment given by manager to complete by end of April 2011.		
<b>Suggested Action</b>	Follow-up at end of April 2011.		

<b>Audit</b>	<b>Commissioning</b>		
<b>Date</b>	June 2010	<b>Assurance</b>	Substantial
<b>Action</b>	Replace the overarching Adult Services Commissioning Strategy an overarching visioning document that links to relevant commissioning strategies and other key documents		
<b>Status</b>	Action to be completed when the current restructure is complete.		
<b>Suggested Action</b>	Follow-up once restructure agreed and implemented.		

<b>Audit</b>	<b>Carbon Management Plan</b>		
<b>Date</b>	June 2010	<b>Assurance</b>	Substantial
<b>Action 1</b>	Update the delivery plan as part of the overall review of the Carbon Management Plan. Targets are to be agreed and adopted within the plan.		
<b>Status 1</b>	Review in progress.		
<b>Action 2</b>	Discuss and agree with service areas corrective actions, and incorporate within the revised Carbon Management Plan and Delivery Plan.		
<b>Status 2</b>	Review in progress.		
<b>Suggested Action</b>	Continue to follow-up. Manager to address a future meeting of the Committee on climate change plans.		

<b>Audit</b>	<b>Legal Shared Services</b>		
<b>Date</b>	November 2010	<b>Assurance</b>	Substantial
<b>Action 1</b>	The Client Liaison Group ensures that there is a point of contact between each participating Authority and Legal Services and the terms of reference is updated for known changes.		
<b>Status 2</b>	Action being progressed.		
<b>Action 2</b>	Management Board decisions made are formally minuted so it is clear what decisions have been made and who is responsible .		
<b>Status 2</b>	Action being progressed.		
<b>Suggested Action</b>	Continue to follow-up.		

## Conclusion

2. We are satisfied that the high priority recommendations outstanding are all being progressed by management. We suggest that the best course of action is to continue to monitor progress and report back to the Committee if we develop concerns.

## Consultation

### a) Policy Proofing Actions Required

n/a

## Background Papers

No background papers within Section 100D of the Local Government Act 1972 were used in the preparation of this report.

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