

### Audit, Pensions & Standards Committee – Action Tracker 2014/15

Meeting	Item and Minute number	Action	Lead	Completion Status
13 <sup>th</sup> February 2014	Capita Presentation (19)	That officers supply the committee with overtime figures That officers supply a breakdown of administrative costs to the fund	Jonathan Hunt	Yes
13 <sup>th</sup> February 2014	Pension Fund – Funding Strategy Statement (22)	Officers to bring forward a report on admitted bodies and their position in the fund	Jonathan Hunt	Yes
13 <sup>th</sup> February 2014	Treasury Management Strategy (24)	Officers to supply a list of assets identified for disposal and their income target	Christopher Harris	Yes
13 <sup>th</sup> February 2014	Grant Report (26)	Officers to supply the information requested regarding underpayments and what percentage the repayment of the total amount paid	Chris Harris	Yes
13 <sup>th</sup> February 2014	Annual Governance Statement action plan (28)	Officers to provide information on gas safety for leaseholders	Michael Sloniowski	Yes
13 <sup>th</sup> February 2014	Combined Risk Management report (29)	Officers to provide a full list of Children’s Services/Education risks	Michael Sloniowski	Yes
30 <sup>th</sup> June 2014	LGPS Consultations (40)	That a presentation on the CIV be given at a future meeting	Jonathan Hunt	
30 <sup>th</sup> June 2014	Combined Risk Management report (42)	That a briefing on the Council’s response to the risk of cyber-terrorism be presented to the next committee;	Ed Garcez	Yes
		That risk registers for the Housing and Regeneration Department be made available to members of the Audit, Pensions and Standards Committee	Michael Sloniowski	Yes

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30 <sup>th</sup> June 2014	Head of Internal Audit Annual Report (45)	That the Health, Adult Social Care & Social Inclusion PAC be invited to consider the risk management and assurance arrangements of the Tri-Borough Adult Social Care department; and  That Internal Audit report back on the position regarding follow up recommendations that were reported as not implemented	Craig Bowdery  Geoff Drake	Yes  Yes
30 <sup>th</sup> June 2014	Pension Fund Actuarial Extension (51)	Officers explore whether the contract could incorporate other councils beyond the tri-borough and whether RBKC's contract includes a break clause.	Jonathan Hunt	Yes
16 <sup>th</sup> September 2014	Pension Fund Annual Report 2013/14 (57)	The Director undertook to forward Members details of the cost of Support Services. He would also report back on monitoring the administration of the Fund including whether pensioners were being paid the right benefit on time	Jonathan Hunt	Yes
16 <sup>th</sup> September 2014	Statement of Accounts, including Pension Fund 2013/14 (61)	The Executive Director undertook to send to Members the Pie Chart showing the split between Asset Sales and Operational costs; and a Briefing Paper on the changes to the Savings Plan since January 2014.	Jane West	Yes
16 <sup>th</sup> September 2014	Combined Risk Management highlight report (64)	The Committee requested that the report previously sent to Audit, Pensions and Standards Committee that included reference to risk appetite be identified for Members information.	Michael Sloniowski	
16 <sup>th</sup> September 2014	NNDR Fraud Investigation update	Officers undertook to send Members a briefing on the Council's experience of recovering money by staged payments.	Andy Hyatt	
16 <sup>th</sup> September 2014	H&F measures in place to mitigate the threat of cyber-terrorism	Officers undertook to brief Members about a DDOS attack	Jackie Hudson	Yes

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2 <sup>nd</sup> December 2014	Pension Fund Annual Report 2013/14 - Minutes	Debbie Morris be invited to the Pensions Sub-Committee in January 2015 meeting and present the Bi-Borough LGPS Pensions Administration Services report that went to Cabinet on 1 <sup>st</sup> December 2014.	Jane West	Yes
2 <sup>nd</sup> December 2014	Quarterly Pension Fund Update	Jonathan Hunt (Tri-Borough Director for Pensions & Treasury) introduced the report and agreed to report back to Councillor Vincent on the figures presented in page 14, Appendix 1 of the report. It was also agreed that future reports would include Year To Date (YTD) figures.	Jonathan Hunt	Yes
2 <sup>nd</sup> December 2014	Quarterly Pension Fund Update	Report detailing comparative performance be reported back to a future meeting.	Jonathan Hunt	
2 <sup>nd</sup> December 2014	Treasury Mid-Year Review 2014-15	Further details regarding the yield return on the high raked names, Network Rail and TfL would be considered within the preparation of the 2015/16 Treasury management Strategy which would come before the Committee.	Jonathan Hunt	
2 <sup>nd</sup> December 2014	Annual Audit Letter 2013/14	A report on the Grant Claims be submitted to the next meeting, 11 February 2015.	Hitesh Jolapara	Yes
2 <sup>nd</sup> December 2014	Annual Governance Statement Action Plan and Outstanding Recommendations for External Audit	Obtain from management the expected completion date for Public Health, finance accounting and charging.	Geoff Drake	Yes
2 <sup>nd</sup> December 2014	Internal Audit quarterly progress report	Members should continue to receive the background papers to the Internal Audit Quarterly progress report.	Geoff Drake	Yes
2 <sup>nd</sup> December 2014	Internal Audit quarterly progress report	In future reports provide details of all outstanding recommendations beyond their due date for implementation, with departmental updates on progress.	Geoff Drake	Yes

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2 <sup>nd</sup> December 2014	Internal Audit quarterly progress report	Report on Total Facilities Management – give details on the reasons for giving a ‘Limited’ rather than ‘Nil’ assurance.	Geoff Drake	Yes
2 <sup>nd</sup> December 2014	Internal Audit quarterly progress report	A report on Total Facilities Management be drafted for the Finance and Delivery Policy Accountability Committee.	Debbie J Morris (LINK)	Yes
2 <sup>nd</sup> December 2014	Internal Audit quarterly progress report	Letters be sent to the Schools, offering guidance.	Jane West	
2 <sup>nd</sup> December 2014	Corporate Anti-Fraud Service Report 1 April 2014 to 30 September 2014	A report be presented in 2016 detailing the performance of the new Single Fraud Investigation Service.	Andrew Hyatt	
2 <sup>nd</sup> December 2014	Risk Management Highlight	Tri-borough Insurance Officer to report back on Standards and Delivery of Care.	Michael Sloniowski	Yes
2 <sup>nd</sup> December 2014	Risk Management Highlight	Report back to the Bi-borough Procurement Risk Strategy board that Market Testing Risks in the register should not only present the number of higher level of risks but the improvements to the controls concerning the School Meals contract.	Michael Sloniowski	Yes