

Audit Committee Action Plan

(Updated following meeting held on 19 September 2016)

Minute No. /Agenda No.	Actions	Timeline	Action Owner
Finance (Budget)			
MN5 22.03.16	Accounting Policies Update A report be presented to the Committee later in the year providing an update on progress on the task of valuing the infrastructure asset.	28.03.17	C Salter/ A Hirani
27.06.16	Financial Update The Committee would welcome clarification of the position regarding the continual overspends in the Social Services Directorate.		C Salter
19.09.16	Clarification requested regarding the financial position within Social Services that are not being addressed; Chair to write to Director to address concerns and invite him to attend next meeting.	29.11.16	Chair
27.06.16	Draft Statement of Accounts / AGS 2015-16 1. Subject to the comments received in respect of the 2015/16 draft Statement of Accounts as set out above, note that these Accounts are to be signed by the Corporate Director Resources and submitted for external audit and public inspection;	19.09.16 Completed	C Salter
	2. Note that the Audited Statement of Accounts for 2015/16 will reviewed by this Committee in September 2016, prior to being presented to Council;	19.09.16 Completed	C Salter
	3. The Corporate Director Resources present a report on changes to the management arrangements for Welsh Pension Funds to the next meeting of the Committee.	19.09.16 Completed	C Salter
19.09.16	Welsh Pool Pension Fund Governance – Chair requests that in the event of any future proposals regarding the governance of the Welsh Pool Pension Fund that they are presented to Audit Committee for consideration prior to implementation.	As appropriate	I Allwood
Governance & Risk Management			
MN31 30.11.15	Constructing Excellence Wales on Bldg. Maintenance Framework and Action Plan That Internal Audit follow-up on the action plan and the work on the future framework arrangements has been completed and is on the work programme for March 2017.	28.03.17	I Allwood
27.06.16	Audit Committee Annual Report 2015-16 That the Audit Committee Annual Report 2015/16 be approved for consideration by Council.	The report was received & noted at Council 29.09.16	Chair
19.09.16	Risk Register Update Committee commended the Corporate Risk Map diagram. Committee requests that the Corporate Risk Map be presented with future Corporate Risk Register reports.	At appropriate meetings in the year	I Allwood

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Wales Audit Office (WAO)			
MN10 22.03.16	Improvement Plan of Work & Annual Financial Audit Outline WAO be requested to collate further benchmarking data	24.01.17	Janet McNicholas
MN9 22.03.16	Corporate Assessment Update The Head of Performance be invited to attend a future meeting of the Audit Committee.		J Reay
MN9 22.03.16	The Chief Executive be invited to attend Audit Committee in 6 months to discuss alignment between the Organisational Development Programme and Medium Term Financial Plan;	24.01.17	I Allwood
MN9 22.03.16	WAO be invited to provide input from a WAO perspective in 6 and 12 months' time.	24.01.17 & July 17	N Jenkins
Treasury Management			
Internal Audit			
	<u>Value for Money</u>		
MN55 01.02.16	The Audit Manager provide a further report on VFM studies to Audit Committee at its meeting in December 2016, and consider benchmarking with others on agency spend and standby and give further consideration to the possible introduction of business cases for standby arrangements.	29.11.16	I Allwood/ Audit
MN34 30.11.15	The Audit & Risk Manager to consider whether a random check of 'High/Satisfactory' school CRSA's should be undertaken.	2016-17 Plan	I Allwood/ Audit
27.06.16	Progress Update Audit section provide further details of the carried over recommendations from audits, at the next meeting of the Committee.	29.11.16	I Allwood/ Audit
19.09.16	Internal Audit That an update on the two 'no assurance' audit reports are sent to audit committee members as they become available, and that the next meeting allows time for them to be presented and considered.	29.11.16	I Allwood/ Audit
Progress Reports & Value for Money Studies			
Outstanding Actions			
AN10.2 22.06.15	<u>Education – Governance</u> The Director of Education to provide a further briefing on school balances.	19.09.16 Completed	N Batchelar
MN16 22.03.16	Audit and Risk Manager stated that the Director of Education will attend to discuss school deficits.	19.09.16 Completed	N Batchelar
MN57 01.02.16	An update will be provided at the Committee's meeting in March on the VFM exercise on supply teachers.	19.09.16 Completed	N Batchelar / Audit

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<p>19.09.16</p> <p>AN10.2 22.06.15 19.09.16</p>	<p>School Supply Teachers Nick Batchelar to provide Prof Pendlebury with comparative data on absences across individual schools in the City.</p> <p><u>Director Strategic Planning & Highways – Response to Internal Audit Report</u> That the Committee receives a further progress report in six months.</p> <p>Chair requested a further report on the Highway Payroll Review in order to demonstrate a more concrete understanding that the issues raised previously by audit have been addressed; Committee need to be assured that processes are in place to address their earlier recommendations.</p>	<p>29.11.16</p> <p>Completed</p> <p>28.03.17</p>	<p>N Batchelar</p> <p>Audit</p> <p>A Gregory</p>
Work Programme			
<p>MN22 16.09.15</p> <p>MN16 22.03.16</p>	<p>That the WAO reports expected for 2015-16 be added to the work programme. (covered under standing item on agenda “WAO Tracker/Other Studies report”)</p> <p>An Audit Committee Self-Assessment Workshop will take place in September.</p>	<p>Completed</p> <p>19.09.16 Completed</p>	<p>Audit</p> <p>Committee Members</p>
Matters Arising			
Items of Interest for Members			