

Neuadd y Sir Caerdydd, CF10 4UW Ffôn:(029) 2087 2088 www.caerdydd.gov.uk County Hall Cardiff, CF10 4UW Tel:(029) 2087 2087 www.cardiff.gov.uk

My Ref: AC.21.2

Date: 27th January 2021

Melanie Godfrey
Director of Education and Lifelong Learning
Cardiff Council
County Hall
Cardiff
CF10 4UW

Dear Melanie Godfrey,

Re: Internal Audit Recommendations

At its meeting yesterday, the Audit Committee has noted that there are certain high / medium risk Internal Audit recommendations outstanding within your directorate for which the agreed implementation date has passed.

We receive all Internal Audit recommendations, management responses, and agreed target dates in each Committee meeting until the point that the recommendations are confirmed as completed. We also take the opportunity to consider the status in delivering audit recommendations when we meet with you, and other directors, to discuss the control environment in each directorate.

In delivering our responsibility to monitor the progress in addressing risk-related issues reported to the Committee, as a Committee, we would appreciate an account for any 'red' and 'red/amber' recommendations for which the action date has passed in respect of Schools and the wider Education and Lifelong Learning directorate.

I kindly request:

- A brief explanation of the circumstances which have led to a delay in implementing the agreed actions, or providing evidence of this, for each particular audit, and;
- A commitment and timeframe for the delivery of these recommendations, drawing attention to any additional capacity or oversight mechanism you may apply.

If there are any particular recommendations for which circumstances have changed, and the original agreed action may require review, please draw these to my attention and make arrangements to discuss the position with the Audit Manager.

ATEBWCH I / PLEASE REPLY TO: C/O Internal Audit, Audit Manager, Room 345, County Hall, Cardiff, CF10 4UW Tel: (029) 2087 3455 email: cpyke@cardiff.gov.uk



Mae'r Cyngor yn croesawu gohebiaeth yn Gymraeg, Saesneg neu'n ddwyieithog. Byddwn yn cyfathrebu â chi yn ôl eich dewis, dim ond i chi roi gwybod i ni pa un sydd well gennych. Ni fydd gohebu yn Gymraeg yn arwain at oedi.



The Council welcomes correspondence in Welsh, English or bilingually. We will ensure that we communicate with you in the language of your choice, as long as you let us know which you prefer. Corresponding in Welsh will not lead to delay.





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Yours Sincerely

Hugh Thomas

Chairperson, Audit Committee

Cardiff Council

cc Chris Lee, Corporate Director Resources Ian Allwood, Head of Finance Chris Pyke, Audit Manager Audit Committee Members

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GWEITHIO DROS GAERDYDD, GWEITHIO DROSOCH CHI

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