

## Audit Committee – Action Plan

Item 9

(Updated following meeting held on 16<sup>th</sup> September 2015)

Minute No. /Agenda No.	Actions	Timeline	Action Owner
<b>Finance</b>			
AN4.1 23.03.15	<b><u>Budget Update</u></b> Audit Committee to receive a report highlighting how the Committee can add value, on behalf of the Council, in setting the Budget.		CS
MN13 16.09.15	A letter be sent to Sir Jon Shortridge, to express thanks for his time and commitment to the Audit Committee. Letter sent 28.09.15.	Completed	Lord Mayor
<b>Governance &amp; Risk Management</b>			
AN6.3 22.06.15	Audit Committee requested a SMAS be completed for the half year and outcome reported back to Committee.	01.02.16	DJK
AN6.3 22.06.15	That the Committee be provided with a report on the responses to the question on PPDRs contained in the Employee Survey and on the outcome of the survey.	30.11.15	DJK
AN6.5 22.06.15	<b><u>Procurement &amp; Contracting Sub Group</u></b> That relevant officers should attend the Audit Committee meeting in September to discuss Member concerns on the Building Maintenance Framework, and the progress of the action group in implementing the recommendations from the Constructing Excellence review. ( <i>Deferred to November meeting</i> )	30.11.15	Chair/CS/ DJK
MN16 16.09.15	<b><u>Annual Governance Statement (AGS)</u></b> The AGS be amended to clarify matters raised at the meeting.	Completed	DJK
<b>Items of Interest for Members</b>			
AN6.1 22.06.15	That a Value for Money audit be considered in respect of the way in which schools employ supply teachers.	01.02.16	DJK
<b>Wales Audit Office (WAO)</b>			
MN18 16.09.15	<b><u>Corporate Assessment Update (WAO Project Brief)</u></b> That the Committee consider this again at its meeting on 1 February 2016	01.02.16	WAO
MN18 16.09.15	That WAO consider the relative representation of independent and elected Member survey responses.		WAO
	The Committee be provided with further information / intelligence on how the fee of the WAO's work is formulated e.g. benchmarking / comparisons with other local authorities.	22.03.16	WAO
<b>Treasury Management</b>			

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<b>Internal Audit</b>			
AN8.2 19.01.15	<b><u>Value for Money</u></b> Committee requested a further briefing on Agency Spend to identify further potential savings. This report should also consider further savings in relation to stand-by allowances where spend was considered high.	01.02.16	DJK
MN09 22.06.15	<b><u>Assurance Mapping</u></b> Further information to be provided later in the year.	30.11.15	DJK
<b>Outstanding Actions</b>			
AN10.2 22.06.15	<b><u>Education – Governance</u></b> The Director of Education to provide a further briefing on school balances.	22.06.16	NB
AN10.2 22.06.15	<b><u>Director Strategic Planning &amp; Highways – Response to Internal Audit Report</u></b> That the Committee receives a further progress report in six months.	22.03.16	DJK
<b>Work Programme</b>			
MN22 16.09.15	That Financial Resilience be added as a separate agenda item at appropriate times.	30.11.15 Completed	DJK
MN22 16.09.15	That the WAO reports expected for 2015-16 be added to the work programme.	When available	DJK