

Audit Committee – Action Plan

Item 10

(Updated following meeting held on 30th November 2015)

Minute No. /Agenda No.	Actions	Timeline	Action Owner
Finance (Budget)			
AN4.1 23.03.15	Audit Committee to receive a report highlighting how the Committee can add value, on behalf of the Council, in setting the Budget.		CS
MN28 30.11.15	The position on Agency staffing be noted and any further data be submitted to Committee in due course. The Audit & Risk Manager verified that IA have recently completed an analysis of Agency Spend as part of the VFM reviews and will provide an update at its next meeting on the 1st February 2016; and	01.02.16	DJK
MN28 30.11.15	The details of the 2016/17 budget consultation events be circulated to the Committee for their information.		CS
Governance & Risk Management			
AN6.3 22.06.15	Audit Committee requested a SMAS be completed for the half year and outcome reported back to Committee. <i>Reported under AGS 2014-15 action plan.</i>	01.02.16	DJK
AN6.5 22.06.15	Procurement & Contracting Sub Group 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 Completed	Chair/CS/ DJK
MN29 30.11.15	Corporate Risk Register That the Corporate Risk Register is noted and that the Committee have regard to its content when considering its Work Programme.		Chair
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 on a 6 monthly basis and report as necessary to Audit Committee;		DJK
MN31 30.11.15	Communications with Members on the process and procedure be improved.		
Items of Interest for Members			
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
Wales Audit Office (WAO)			
MN18 16.09.15	Corporate Assessment Update (WAO Project Brief) 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

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	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
MN32 30.11.15	Internal Audit to arrange a short meeting between the Chair and WAO prior to Audit Committee on the 1 st February to discuss the Corporate Assessment – Follow On, and Internal Review Process.	01.02.16	DJK
Treasury Management			
Internal Audit			
AN8.2 19.01.15	Value for Money 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	Assurance Mapping Further information to be provided later in the year.	30.11.15 Completed	DJK
MN34 30.11.15	Audit Committee be notified at its next meeting of those audits that will not be completed / slippage in 2015/16 Audit Plan.	01.02.16	DJK
MN34 30.11.15	The Audit & Risk Manager to consider whether a random check of 'High/Satisfactory' school CRSA's should be undertaken.		DJK
MN37 30.11.15	PSIAS That the Committee approved the approach to be adopted for carrying out external assessments in compliance with Public Sector Internal Audit Standards (PSIAS).		Chair
Outstanding Actions			
AN10.2 22.06.15	Education – Governance The Director of Education to provide a further briefing on school balances.	22.06.16	NB
AN10.2 22.06.15	Director Strategic Planning & Highways – Response to Internal Audit Report That the Committee receives a further progress report in six months.	22.03.16	DJK
Work Programme			
MN22 16.09.15	That the WAO reports expected for 2015-16 be added to the work programme.	When available	DJK