

Audit Committee Action Plan

Agenda Item 12

(Updated following meeting held on 17 November 2020)

Minute No. /Agenda No.	Actions	Timeline	Action Owner
Finance (Budget)			
20.10.20	Audit Committee to receive the main narrative and numerical presentation adjustments throughout the accounts as highlighted by Audit Wales in Appendix 3 of the ISA 260 (Audit of Accounts Report 2019/20 – The County Council of the City and County of Cardiff)	Completed circulated 06.01.21	AH
20.10.20	Following the 19/20 year-end stock check, Audit Committee to receive a briefing on the stock held by Cardiff Harbour Authority and the process for recording and verifying stock.	Completed circulated 07.01.21	AH
08.09.20	Audit Committee to receive the policy requirements for severance considerations and approval.	Completed circulated 07.01.21	AH
Governance & Risk Management			
21.01.20	Audit Committee to receive information on the process and timescale for developing any guidance in relation to the Local Government and Elections (Wales) Bill, if and when they emerge.	Completed statutory guidance consultation circulated 27.11.20	CP
21.01.20	The Head of Finance to provide an aggregated action plan of the future generation significant governance issue responses from directorates.		IA
Audit Wales (AW)			
Internal Audit			
25.06.19	Audit Manager to meet with Corporate Communications Officers, to consider opportunities to communicate the outcomes of Internal Audit, and its work more widely.	Completed 06.01.21 section developed on Council website for relevant information and reports	CP
Treasury Management			
Operational Items			
02.04.19	Once disciplinary procedures have concluded within the Waste Management Service, Audit Committee to be informed of the terms of reference and approach for delivering the associated Post Investigation Review.		
28.07.20	Audit Committee to engage with the Director of Education and Lifelong Learning as part of its work programme.		

Work Programme

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AW Tracker/Other Studies

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Outstanding Actions

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Correspondence

08.09.20	The Committee requested that at least annually, Audit Committee to receive a listing of forthcoming external assurance / regulatory / inspection reports, the assurance ratings of reports received, and an indication of progress in the delivery of improvement actions.	Ongoing Initially, Audit Wales 'Recommendation Tracker' item to be received on 26 January 2021	GN
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Scrutiny Letters

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