

AUDIT COMMITTEE ACTION SHEET

30th JULY 2013

Agenda Item No.	Report	Action Required	Responsible Officer	Action Taken
28	Certification of Grant Claims and Returns 2011/12	Outcomes from the WAO report for 2011/12 to be included in the 2012/13 report to show comparison	WAO	Not yet due.

25TH SEPTEMBER 2013

Agenda Item No.	Report	Action Required	Responsible Officer	Action Taken
40	Risk Management	That the changes to the SARC process be reflected in the Annual Governance Statement for the year ending 31 March 2014.	Democracy and Governance Manager	Due for July meeting.

18TH DECEMBER 2013

Agenda Item No.	Report	Action Required	Responsible Officer	Action Taken
59	Corporate Governance	To e mail the Committee with results from the challenge stage of the returned AGS questionnaires in February 2014 and responses from O&S Chairs	Democracy and Governance Manager	Not yet due.
60	Informal Meeting between Audit Committee members and O&S Chairs / Vice Chairs	To raise at the next informal meeting the suggestion made by Mr Williams.	Internal Audit Manager.	Informal meeting proposed for 8 th April 2014.
60	Informal Meeting between Audit Committee members and O&S Chairs / Vice Chairs	To liaise with the Head of ICT and Customer Services on the 'spam' e mail problem experienced by Cllr Newhouse	Chief Executive	Cllr Newhouse contacted by ICT – see action from 29.1.14 meeting.

18TH DECEMBER 2013

Agenda Item No.	Report	Action Required	Responsible Officer	Action Taken
61	Size of Audit Committee	That the size of the Audit Committee be referred to the Constitution Committee with the preference for one lay member to be included, for recommendations to be made to the AGM.	Democracy and Governance Manager	Report to Group Leaders and Constitution Committee in March.
62	Internal Audit Progress Report	For future reports Appendix B to indicate whether these are regulatory, risk-based, other or advisory	Internal Audit Manager	To be actioned in March report.
62	Internal Audit Progress Report	For future reports Appendix D to cross reference recommendations awaiting implementation.	Internal Audit Manager	To be actioned in March report.

29TH JANUARY 2014

Agenda Item No.	Report	Action Required	Responsible Officer	Action Taken
68	Risk Management Update	That an additional column be included in the Appendix to indicate the date by which it was anticipated the improvement would be made.	Policy and Performance Manager	Due for the June meeting.
69	Treasury Management Strategy 2014/15 and Treasury Management Update 2013/14.	That the draft TM Strategy 2014/15 be recommended to Cabinet on 18/02/14 with a request to look into investing with Credit Unions for the economic benefit of the people of Flintshire	Head of Finance and Finance Manager – Technical Accountancy	TM Strategy 2014/15 approved by Cabinet and Council 18/2/14. Cabinet agreed to the Audit Committee request.
69	Treasury Management Strategy 2014/15 and Treasury Management Update 2013/14.	The additional information requested by Cllr Newhouse to be included in the table at Appendix 3 and a response on LOBOS to be included in the update report to the next meeting in March.	Finance Manager – Technical Accountancy	Update report in March to Audit Committee contains a revised Appendix and information on LOBOS as requested.

29TH JANUARY 2014

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70	Council Banking Arrangements	To consider the inclusion of the provision for alternative arrangements on paying-in and obtaining cash in the bank tender.	Finance Manager – Technical Accountancy	The cross-directional group set up to discuss the Council's future banking requirements are considering the Audit Committee's request and the practical implications of including the request in the contract specification.
70	Council Banking Arrangements	To provide a written response to the Committee on the value of the bank contract.	Finance Manager – Technical Accountancy	Response e mailed to all Members of the Audit Committee
73	Audit Charter Update	That the sentence be retained in the Internal Audit Charter with an additional sentence 'If such a call is made, the decision to allocate resources will be the Internal Audit Manager's, but that the s151 officer and the Audit Committee Chair or Vice-Chair to be advised.	Internal Audit Manager	Sentence included in the Charter.
74	Action Tracking	That the Head of ICT and Customer Services be requested to investigate the problem with delivery of emails from non-Flintshire addresses and provide a solution.	Head of ICT and Customer Services	Briefing document provided for this meeting.

29TH JANUARY 2014

Agenda Item No.	Report	Action Required	Responsible Officer	Action Taken
74	Action Tracking	To share with the Committee the two responses provided to Cllr Bateman (p97 and 98 of agenda)	Finance Manager – Technical Accountancy	To be completed before the next Audit Committee meeting.
75	Forward Work Programme	An additional meeting to be arranged in April / May 2014	Committee Officer	Meeting arranged for 7 th May 2014.