

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	Shown in report presented to this committee.

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	Shown in report presented to this committee.

18TH DECEMBER 2013

Agenda Item No.	Report	Action Required	Responsible Officer	Action Taken
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.	To be raised at the next meeting, arranged for 9 th September 2014.

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	Not yet completed. To be included in next update – December.

7TH MAY 2014

Agenda Item No.	Report	Action Required	Responsible Officer	Action Taken
93	Audit Committee self-assessment against CIPFA guide	The Internal Audit Manager increase the profile of value for money elements of specific work	Internal Audit Manager	Value for money aspects of audit reports highlighted to the committee.
93	Audit Committee self-assessment against CIPFA guide	Further work be completed on developing a more consistent approach to ensuring value for money on financial pressures and non-audited work in the Council.	Chief Executive Internal Audit Manager	Meeting held with CE to scope an audit review of the value for money efficiencies programme.
93	Audit Committee self-assessment against CIPFA guide	The work of Internal Audit and the Policy, Performance and Partnerships team on external partnership governance and performance be shared with the Committee	Internal Audit Manager.	Work ongoing. To be brought to the September meeting.

7TH MAY 2014

Agenda Item No.	Report	Action Required	Responsible Officer	Action Taken
96	Whistleblowing Policy	Amended to - bring forward the internal and external procedures in the Policy, in that order to encourage employees to use the internal process but also make them aware of the external route - update the officer posts under 'Internal Procedure' - include names of MPs under the 'Relevant Organisations' section	Internal Audit Manager	Actioned. Updated Policy to be presented to the Constitution Committee on 9 th July 2014.

25TH JUNE 2014

Agenda Item No.	Report	Action Required	Responsible Officer	Action Taken
7	Budget Setting and Budgetary Control Arrangements	The report of the Corporate Finance Manager be submitted to each O&S Committee to seek feedback on the effectiveness of financial scrutiny arrangements.	Democracy and Governance Manager	To be sent to the next meetings of all Overview and Scrutiny Committees.
7	Budget Setting and Budgetary Control Arrangements	The next informal meeting Audit Committee members and O&S Chairs / Vice Chairs include discussion on developing reporting of value for money.	Democracy and Governance Manager	To be included in the next meeting, arranged for 9 th September 2014.
8	Annual Improvement Report 2013-14 by the Auditor General for Wales	To liaise with the Chief Executive and Cabinet on what level of MTFP detail could be shared with the Committee.	Head of Legal and Democratic Services	Detailed arrangements to be worked out over the summer.
11	Internal Audit Progress Report	To check the implementation date for the Town Centre Partnerships audit	Internal Audit Manager	Implementation Dates reviewed in the context of the programmes.
14	Forward Work Programme	Inclusion of an item on underspends	Internal Audit Manager	To be included in the new audit plan, to be brought to the September committee.