

AUDIT COMMITTEE ACTION SHEET

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 regarding audit findings being reported to O&S.	Internal Audit Manager.	Discussed at the meeting on 9 th September 2014. Audit report results to be included in Performance Reports. O&S Chairs to contact IA Manager if they need more information. IA Manager to contact O&S Chairs if he is concerned with performance issues from audit reports or non-implementation of recommendations.

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	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	Scope agreed, linked to the Business Planning process.
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.	Review included in audit plan, Q3.

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 all Overview and Scrutiny Committees when the budget process is finalised.
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 considered after the Budget Setting report has been presented to Overview and Scrutiny committees.
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.	Chief Officer Governance	MTFP is linked to the budget, which needs to be approved by Cabinet before being shared with the Committee.
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.

26TH JULY 2014

Agenda Item No.	Report	Action Required	Responsible Officer	Action Taken
18	Draft Statement of Accounts 2013/14	To provide a written response to the committee to Cllr Halford's query on the reduction in the number of Council houses since 2013 (P80 of accs).	Finance Manager – Technical Accountancy	Letter sent to all members 2.9.14
18	Draft Statement of Accounts 2013/14	To provide a written response to the committee to Cllr Banks' query on what was included in the 'misc' group under inventories (P.40 of accs).	Finance Manager – Technical Accountancy	Letter sent to all members 2.9.14
20	Supplementary Financial information to Draft Statement of Accounts 2013/14	To provide a written response to the whole of the committee to Cllr Halford's query on the services provided by the IRO (complaints) on Table 3 (p.160 of agenda)	Chief Officer Governance	Information still being collated.
23	Forward Work Plan	Inclusion of a report on the costs for out of county placements for 24/9/14.	Internal Audit Manager	Report brought to this meeting
23	Forward Work Plan	Inclusion of an update report on the tendering exercise for the Council's banking arrangements	Finance Manager – Technical Accountancy	Included in the Forward Work Plan, December 2014.