

## AUDIT COMMITTEE ACTION SHEET

<b>7<sup>TH</sup> MAY 2014</b>				
<b>Agenda Item No.</b>	<b>Report</b>	<b>Action Required</b>	<b>Responsible Officer</b>	<b>Action Taken</b>
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 currently taking place.

<b>10<sup>TH</sup> DECEMBER 2014</b>				
<b>Agenda Item No.</b>	<b>Report</b>	<b>Action Required</b>	<b>Responsible Officer</b>	<b>Action Taken</b>
42	Internal Audit Progress Report	To share a report on the outcome of the Waste investigation with the Committee, once the process has completed.	Internal Audit Manager	Report to this committee.

**10<sup>TH</sup> DECEMBER 2014**

<b>Agenda Item No.</b>	<b>Report</b>	<b>Action Required</b>	<b>Responsible Officer</b>	<b>Action Taken</b>
42	Internal Audit Progress Report	That the Internal Audit Manager make representations to the Wales Chief Auditors Group, on behalf of the Committee, for all Welsh Councils to participate in the benchmarking exercise.	Internal Audit Manager	To be raised at the next WCAG meeting.

**18<sup>TH</sup> MARCH 2015**

<b>Agenda Item No.</b>	<b>Report</b>	<b>Action Required</b>	<b>Responsible Officer</b>	<b>Action Taken</b>
65	2014/15 Treasury Management update	That future reports include the investment balance position from the previous quarter to show comparison	Finance Manager – Technical Accountancy	Included in report to this committee.
68	Forward Work programme	Report referring to Members' use of iPads / provision of paper copy agendas to be submitted to the next meeting of the Democratic Services Committee	Democracy and Governance Manager	Training on iPads provided prior to the 3 June meeting.

**3<sup>rd</sup> JUNE 2015**

<b>Agenda Item No.</b>	<b>Report</b>	<b>Action Required</b>	<b>Responsible Officer</b>	<b>Action Taken</b>
7	WAO Review of the Council's Whistleblowing Arrangements	To follow up with the Chief Officer (Education & Youth) the comments and concerns raised on the need for schools to adopt a whistleblowing policy.	Internal Audit Manager	Schools contacted to confirm whether they have a whistleblowing policy in place and provide details of the policy.
8	Risk Management Update	To update the relevant dates in the risks summary at Appendix 2 to the report.	Business Performance Manager	Summary updated with the relevant dates.
10	Certification of Grant Claims & Returns 2013/14	To provide more detail on the number of qualified grant claims in terms of the Welsh average.	WAO / Committee Officer	Detail provided in the minutes.
10	Certification of Grant Claims & Returns 2013/14	To arrange for attendance at the WAO interactive training sessions on grant claims to be mandatory for service managers, in addition to officers responsible for dealing with grant claims.	Corporate Finance Manager / Finance Manager	Attendance made mandatory for service managers.

**3<sup>rd</sup> JUNE 2015**

<b>Agenda Item No.</b>	<b>Report</b>	<b>Action Required</b>	<b>Responsible Officer</b>	<b>Action Taken</b>
11	Financial Procedure Rules	That the updated Financial Procedure Rules, incorporating the suggested amendment, be approved and recommended for submission to County Council.	Corporate Finance Manager / Finance Manager	FPR's updated, to Constitution Committee 1.7.15, to Council 23.7.15.
12	Internal Audit Progress Report	To ensure that the audit on S106 Agreements is scheduled into the Plan for 2015/16.	Internal Audit Manager	In plan for Quarter 2, 2015/16.
12	Internal Audit Progress Report	To report back to the Committee actions being taken on the 15 long-standing recommendations.	Internal Audit Manager	Report to be prepared for September committee.
12	Internal Audit Progress Report	To provide the Committee with information on Communities First.	Internal Audit Manager	Information sent by e mail, 9.6.15