

Audit Committee – 23rd March 2021

Committee Decision Tracking Chart

1. Summary of report

- 1.1 This report provides Audit Committee with a chart tracking all of its decisions for which a follow-up is required, to enable Members to monitor any outstanding actions and seek updates at future meetings where applicable.
- 1.2 Items in the tracking chart cannot be discussed in any detail at this meeting, as a proper and full report is required by law in order for the Committee to formally consider an item. Members, however, may wish to seek a brief update / assurance on an item or request a report back to a future meeting where it is deemed that insufficient progress is being made.

2. Recommendation

- 2.1 The Committee is requested to:
 - 1. Note the content of the tracking chart, and the completed actions which can now be removed.
 - 2. Determine if it would like to select any of the items to be brought back to the next / or future Committee meeting.

3. Resource and legal considerations

- 3.1 None arising directly from this report. Detailed resource and legal considerations would be provided in any subsequent follow up report requested by the Committee.

4. Citizen impact

- 4.1 None arising directly from this report. Detailed citizen impact considerations would be provided in any subsequent follow up report requested by the Committee.

5. Environment impact

- 5.1 None arising directly from this report. Detailed environment Impact considerations would be provided in any subsequent follow up report requested by the Committee.

6. Performance and Risk Management Issues

- 6.1 None arising directly from this report. Detailed performance and risk management considerations would be provided in any subsequent follow up report requested by the Committee.

Equality Implications

7.1 None arising directly from this report. Detailed equality implications would be provided in any subsequent follow up report requested by the Committee.

7. Consultation

8.1 Nothing specific arising from this report. Detailed consultation would be provided in any subsequent follow up report requested by the Committee.

Background papers

Previous reports and minutes to the Committee.



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Audit Committee – Outstanding Items Tracking Chart

| Date considered | Item Title | Action agreed by Committee | To be actioned by | History / Updates / Referrals back to Committee | Target completion date |
|-----------------|---|---|--|---|---|
| 23/11/20 | Review of the Effectiveness of the Audit Committee and Update | Elected Members discuss the continuity of Membership with their respective Leaders | Elected Members | Not Yet Due | April 2021 |
| | | Officers to raise the issue of continuity of membership within the Officer forum | Interim Executive Director Resources and Transformation, Interim Director Finance, Corporate Performance Management and Corporate Landlord | Not Yet Due | April 2021 |
| | | The questions listed at paragraph 4.2 of the report (set out below), be considered during a future training session | Training session to be arranged by Interim Director Finance, Corporate Performance Management and Corporate Landlord and Interim Head of Finance following feedback on above actions regarding the continuity of membership. | Not Yet Due | To be confirmed following feedback on above actions regarding the continuity of membership. |

| Date considered | Item Title | Action agreed by Committee | To be actioned by | History / Updates / Referrals back to Committee | Target completion date |
|------------------------|--|---|--|---|-------------------------------------|
| 23/11/20 | Post – Audit Statement of Accounts 2019/20 including Audit Findings Report | Once concluded the Chair requested that the final version of the Audit Findings report was circulated to Audit Committee Members. | External Audit, Technical Accounting Finance Manager and Democratic Services Officer | External Audit have not been able to issue the final Audit Findings report as there are technical difficulties with the Whole of Government Accounts software that are preventing this. This is a national issue and once resolved a final report will be issued. | 23rd March 2021 |
| 25/01/2021 | Risk Management update – Strategic Risk Register | The Executive Director, in conjunction with the Director of Public Health reconsider if risk 9 needs to be a separate risk or if this is not the case, a briefing note be taken to Committee. | Head of Internal Audit | Liaison is being undertaken with officers and the outcome will be reported in the next Risk Management update to Audit Committee. | July 2021 Meeting – date TBC |
| Date considered | Item Title | Action agreed by Committee | To be actioned by | History / Updates / Referrals back to Committee | Target completion date |
| 25/01/2021 | Risk Management update – Strategic Risk Register | The Executive Director provides further information on risk 2 and how risk 2 is impacting on other risks within the | Head of Internal Audit | Liaison is being undertaken with officers and the outcome will be reported in the next Risk Management update to Audit Committee. | July 2021 Meeting – date TBC |

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| | | strategic risk register (in particular risk 7). | | | |
| 25/01/2021 | Internal Audit Charter | There should be more prominence in the Charter in term of the Audit Committee's role. It was agreed that this would be revised (Head of Internal Audit agreed to review the wording and revise if necessary) and circulated to the Chair for his agreement. | Head of Internal Audit | Review is currently underway. | 12th April 2021 |
| 25/01/2021 | Follow Up of Priority 1 Recommendations | Members requested that the outcome of the current audit of Covid controls (including provider payments) be reported to the special committee meeting in March. | Head of Internal Audit | On the agenda for 23 rd March 2021 | 23rd March 2021 |
| Date considered | Item Title | Action agreed by Committee | To be actioned by | History / Updates / Referrals back to Committee | Target completion date |

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| 25/01/2021 | Follow Up of Priority 1 Recommendations | Update requested to next meeting on a number of items within the report. | Head of Internal Audit | On the agenda for 23 rd March 2021 | 23rd March 2021 |
| 25/01/2021 | Follow Up of Priority 1 Recommendations | Members requested that the internal audit of New Art Gallery is highlighted to CMT. | Interim Executive Director Resources and Transformation | | April 2021 |

N.B. As soon as an item has been satisfactorily resolved, it will be removed from this tracking chart.