

## Audit Committee – 12<sup>th</sup> April 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.

A handwritten signature in blue ink that reads "L. S. Haynes".

Lloyd Haynes – Deputy Head of Finance - Corporate

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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	Audit Committee - Engagement and Participation report providing feedback and direction in relation to these items included on the agenda for 12 April 2021 Audit Committee meeting	<b>April 2021</b>
		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		
		The questions listed at paragraph 4.2 of the report, 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.		

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, 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.	<b>July 2021 Meeting – date TBC</b>
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 strategic risk register (in particular risk 7).	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.	<b>July 2021 Meeting – date TBC</b>
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	Discussions have taken place with the Chair and updates are underway for finalising prior to 12 <sup>th</sup> April committee.	<b>12<sup>th</sup> April 2021</b>

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