

Audit Committee – 23 November 2020

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.

7. **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.

8. **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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29 October 2020

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Audit Committee – Outstanding Items Tracking Chart

Date considered	Item Title	Action agreed by Committee	To be actioned by / date to be actioned by	History / Updates / Referrals back to Committee
27/07/20	Training	Training for committee members on financial statements required prior to presentation to Audit Committee	Head of Finance	Training session arranged. Action completed and to be removed from tracking chart.
27/07/20	Internal Audit Work Plan 2020/21	Committee requested that work relating to Covid-19 decision making and Covid-19 procurement be prioritised.	Head of Internal Audit	Work on these areas has been prioritised as requested. Any relevant outcomes will be reported to committee as required. Action completed and to be removed from tracking chart.
27/07/20	Risk Management Update	The Chair requested assurance that Brexit preparations are being undertaken.	Head of Internal Audit	Follow up undertaken with Brexit lead and update included within Risk Management report to Audit Committee on 23 November 2020. Action completed and to be removed from tracking chart.
27/07/20	Follow up of Priority 1 recommendations	Request that next report on this matter covers all outstanding priority 1 actions and current position.	Head of Internal Audit	Follow up report presented to Audit Committee 23 November 2020. Action completed and to be removed from tracking chart.

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