



Report of the Chief Auditor

Special Audit Committee – 16 September 2019

Audit Committee – Action Tracker

Purpose:	This report details the actions recorded by the Audit Committee and response to the actions.
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For Information	

1. Introduction

- 1.1 During the course of Audit Committee meetings various actions may be decided which are recorded on the minutes of the meetings.
- 1.2 As agreed in 2016/17 an Action Tracker process was put in place to ensure transparency over the outcomes of actions agreed by Committee.
- 1.3 The Action Tracker records the actions agreed by the Audit Committee and provides an outcome for each action.
- 1.4 The Action Tracker for the 2017/18, 2018/19 and 2019/20 municipal years are attached in Appendix 1, 2 and 3.
- 1.5 The Action Tracker is regularly updated and any completed actions will be marked 'CLOSED' and coloured in grey.
- 1.6 The Action Tracker is reported to each Audit Committee meeting for information.

2. Equality and Engagement Implications

2.1 The Council is subject to the Public Sector Equality Duty (Wales) and must, in the exercise of their functions, have due regard to the need to:

- Eliminate unlawful discrimination, harassment and victimisation and other conduct prohibited by the Act.
- Advance equality of opportunity between people who share a protected characteristic and those who do not.
- Foster good relations between people who share a protected characteristic and those who do not.

Our Equality Impact Assessment process ensures that we have paid due regard to the above.

2.2 There are no equality and engagement implications associated with this report.

3. Financial Implications

3.1 There are no financial implications associated with this report.

4. Legal Implications

4.1 There are no legal implications associated with this report

Background Papers: None

Appendix 1 – Action Tracker 2019/20

Appendix 2 – Action Tracker 2018/19 (Closed actions removed)

Appendix 3 – Action Tracker 2017/18 (Closed actions removed)

Appendix 1

AUDIT COMMITTEE ACTION TRACKER 2019/20	
Action	Outcome
11/06/19 Min 5 – Service Centre Accounts Receivable Update	
A follow-up report should be provided to Audit Committee within 6 months, the scope should include the decentralised process.	
11/06/19 Min 6 – Audit Committee Training Programme 2019/20	
The Chair/ Democratic Services report an amended Training Programme to the next scheduled meeting.	
All future committee training requirements and arrangements will be the responsibility of Democratic Services.	

Appendix 2

AUDIT COMMITTEE ACTION TRACKER 2018/19	
Action	Outcome
09/04/19 Min 86 – Wales Audit Office 2019 CCS Audit Plan	
WAO is to provide an update report on performance work and also any issues from the assurance and risk assessment scoping exercise in the next Municipal year.	
09/07/19 Min 89 – Revenue and Capital Budget Monitoring	
Revenue and Capital budget monitoring is to be a regular item on future Committee agendas.	
12/02/19 Min 80 – Audit Committee Action Tracker Report	
An update to be provided on the use of supply / agency staff by schools and establishing the spend against supply / agency costs.	Principal Finance Partner for Schools agreed to provide this information via the PSO's. Information has been received. Chair has requested a report from Head of Commercial Services in relation to Supply Procurement. Update: New National Procurement Service Framework for the provision of Supply Teachers and Education Temporary Workers has been finalised. Introduced from 01/08/19/.
11/12/18 Min 59 – Overview of the Overall Status of Risk – Quarter 2 2018/19	
The contents of the Risk Register requires enhancement.	Currently under review. New Risk Management system currently being developed which should address this.

Appendix 3

AUDIT COMMITTEE ACTION TRACKER 2017/18	
Action	Outcome
08/03/18 Min 68 – Amendments to Contract Procedure Rules	
<p>Once the amendments to the Contract Procedure Rules have been finalised, a copy should be forwarded to all Schools' Governing Bodies to make them aware of the changes. Schools are also to be requested to ensure the amended CPRs are included as an agenda item on the next Finance Committee and Building/Property Committee Meeting.</p>	<p>Amended Contract Procedure Rules are currently going through a consultation process. Chief Auditor discussed proposed amendments with Head of Commercial Services on 30/07/18. Update from Head of Commercial Services 17/05/19 – The proposed changes to the Contract Rules have been agreed in principle; there has also been additional dialogue regarding other parts of the Constitution (which impact on the award of contracts) to ensure coherence with the new rules, resulting in some further / consequential changes which again have been agreed in principle.</p> <p>The document has been submitted to our Democratic Services team who will now take the revised rules to the Council's 'Constitutional Working Group' and then to full Council for sign-off, so hopefully all will completed soon. Once sign-off process is complete the amended version will be provided.</p>