

**KEY FINDINGS & ACTON PLAN**  
**AUDIT COMMITTEE PERFORMANCE REVIEW 2017/18 & 2018/19**

Key Finding	Proposed Actions	Lead (s)	Target Date	Progress Update
<b>Regularity and Length of Audit Committee meetings</b>	1) To enable the Audit Committee to discharge its duties meetings should take place every month.	Huw Evans	May 2020	Council Diary to be agreed at the Annual Meeting on 28 May 2020.
	2) If changes are made to the calendar of meetings (monthly) it will also be necessary to amend the Committee's work programme so that there is clarity as to exactly what is on the agenda for each committee meeting.	Chair / Huw Evans/ Jeremy Parkhouse	May 2020	Council Diary to be agreed at the Annual Meeting on 28 May 2020 and work programme organised accordingly.
<b>Outstanding actions from the Audit Committee Performance Review 2017-18</b>	1) Benchmarking – The Corporate Management team will consider how best to use benchmarking information and provide an update to the Audit Committee.	Corporate Management Team	TBC	
	2) Risk Management – additional training and support should be given to Audit Committee members who require it to allow all Members to discharge their duties in relation to risk management.	Richard Rowlands	December 2019	<b>Completed</b> Risk management training provided by Richard Rowlands.
	3) Partnerships – Review the mechanisms for assessing and scrutinising the risk associated with partnerships. Audit Committee should receive an update on what partnerships the Council are involved in.	Adam Hill	April 2020	Adam Hill, Deputy Chief Executive to provide a report to Audit Committee on 14 April 2020.

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	4) Clarification to be sought on the Scrutiny Committee work in relation to partnerships to establish what the Audit Committee needed to undertake and include in the work programme.	Brij Madahar	Complete	<b>Completed</b> Information / advice emailed to Chair (22 Nov) via Democratic Services on relevant scrutiny activity, with reference to Annual Report on Regional Working 2018/19 to Council by Leader – July 2019. Chair keen to consider this Council report at future Audit Committee to facilitate discussion on partnership governance arrangements and risks.
	5) Noting the Deputy Chief Executive presentation on the Council's governance framework, the Audit Committee would benefit to receive additional presentations on individual elements of the governance framework.	Adam Hill	April 2020	Adam Hill, Deputy Chief Executive to provide a presentation to Audit Committee on 14 April 2020.
	6) The newly established Governance Group to provide updates to Audit Committee.	Governance Group	February 2020	The Governance Group is scheduled to meet on 23 <sup>rd</sup> January 2020.

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	7) Efficiency and Value for Money – Corporate Management Team to consider what information is required for the Audit Committee to enable the Committee to discharge its duties.	Corporate Management Team	TBC	