

Date of Committee	Title of report/ Agenda Item	Actions	Responsible Officer	Updated Timeframe for response	Comment	Status RAG
26 April 2018	<u>EXTERNAL AUDIT ANNUAL AUDIT PLAN 2017-18.</u>	An audit to be undertaken by the internal shared service, in addition to one carried out by lead authority of Cardiff city council and/or Cardiff City Deal Joint Committee, to ensure accountability was shown by BCBC as a participating authority.	Chief Internal auditor	Review Sept 2019	Awaiting for new City Deal projects to be approved as still currently only one project is live and then an Internal Audit review can begin.	Amber
6 September 2018	<u>WALES AUDIT OFFICE – OVERVIEW AND SCRUTINY – FIT FOR THE FUTURE?</u>	<ul style="list-style-type: none"> <li>• Proposed to benchmark overview and scrutiny in BCBC against other neighbouring authorities.</li> <li>• The WAO representative added could take away proposals for improvement to see if any assistance could be provided by WAO.</li> <li>• Committee felt that would be appropriate for more training to be undertaken in in the area of overview and scrutiny.</li> </ul>	Senior Democratic Services Officer  Financial Audit Manager – WAO	Completed	Research has been undertaken and will continue to be undertaken by the Scrutiny Team to look at best practice elsewhere, particularly how other local authorities get the public involved in the scrutiny process. The Scrutiny Team plays an active role in the South East Wales Scrutiny Officers’ Network, which is made up of 10 local authorities based on the Cardiff Capital Region City Deal footprint. The Network is a very useful means of exchanging ideas and good practice. A training day was held at a recent Network which	Green

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15 November 2018	<u>WALES AUDIT OFFICE REPORT ON THE SERVICE USER PERSPECTIVE OF DISABLED FACILITIES GRANT.</u>	<ul style="list-style-type: none"> <li>Case studies are to be undertaken where properties have benefited from DFGs and reported to Committee for information.</li> <li>Head of Finance to provide report to Committee providing action plan relating to WAO recommendations.</li> <li>Disclose to the Committee the fee paid to the agent to support service user through the building process.</li> </ul>	<ul style="list-style-type: none"> <li>Group Manager Housing</li> <li>Interim Head of Finance</li> <li>Group Manager Housing</li> </ul>	November 2019	<p>The Group Manager Housing will provide an update report to November’s Audit Committee which will include an update on the WAO recommendations</p> <p>Response provided after the Committee</p>	Amber
	<u>AUDIT REPORT – INFORMATION MANAGEMENT FOLLOW UP.</u>	<ul style="list-style-type: none"> <li>In response to question from Committee for information on the GDPR Implementation Board and Governance Board, Chief internal Auditor stated that she would provide the Committee with details of the composition, terms of reference and frequency of meetings of those boards.</li> <li>Request Group Manager ICT to attend to provide a report</li> </ul>	<ul style="list-style-type: none"> <li>Chief Internal Auditor</li> <li>Group Manager ICT -</li> </ul>	November 2019  Completed	The RIASS has undertaken an audit on the implementation of GDPR – once the report is finalised an update will be reported to Committee	Green  Green

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17 January 2019	<u>AUDIT REPORT – WALES AUDIT OFFICE – DIGITAL RISK DIAGNOSTIC RESPONSE.</u>	The SIRO should ensure that access to the Data Security Breach Incident tracker is adequately access - restricted.	Head of Partnerships and Performance	November 2019	<p>A report is being drafted by SWAP as a follow on from the healthy organisation report that will provide assurance that access to the Data Security Breach Incident tracker is secured.</p> <p>Access to the tracker has been found to be satisfactory by SWAP in the Healthy Organisation – Information follow up Review(September 2019)</p>	Green
January 2019	<u>CORPORATE RISK ASSESSMENT, CORPORATE RISK MANAGEMENT POLICY AND INCIDENT AND NEAR MISS REPORTING PROCEDURE.</u>	<p>Proposed Committee considers annual report summarising incidents and near misses recorded and action taken to prevent reoccurrence of these/ others.</p> <p>A further report would have to be presented to Council, seeking amendment to the Committees</p>	Interim Head of Finance	August 2019	<p>Update Report will be presented to Committee</p> <p>Legal advised that the terms of reference for Audit Committee were</p>	Amber

		Terms of Reference within the Constitution, to include this function.			sufficient to cover off this task	
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<b>April 2019</b>	<u>INTERNAL AUDIT – FINAL OUTTURN REPORT.</u>	The Committee was to be updated on progress of Internal audit work. Quarterly updates provided as planned	Head of Internal Audit	In Forward Work Programme for November 2019	Report to November Committee	Green
<b>April 2019</b>	<u>REGIONAL INTERNAL AUDIT SHARED SERVICE CHARTER 2019/20</u>	Harmonisation of the Audit Committees terms of reference with neighbouring authorities.  Suggested consideration for potential networking initiative – Chairs of Audit Committees of neighbouring authorities to meet up and share best practice.	Head of Internal Audit	In Forward Work Programme for November 2019	All Wales Session planned for Audit Committee Chair on 11 <sup>th</sup> October 2019.	Green  Green
<b>8 August 2019</b>	<u>WALES AUDIT OFFICE PERFORMANCE WORK UPDATE</u>	The Interim Head of Finance to confirm with the Wales Audit Office how various pieces of performance work relates to the different years, and a briefing to be provided to the next Audit Committee.	Interim Head of Finance			

<p><b>8 August 2019</b></p>	<p><u>WALES AUDIT OFFICE INTEGRATED CARE FUND REPORT</u></p>	<p>1) The Wales Audit Office to suggest actions and targets on how to test and monitor the effectiveness of the Integrated Care Fund.</p> <p>2) Democratic Services Manager to confirm whether a report on the Integrated Care Fund is on the Overview and Scrutiny Forward Work Programme and if not, a further report be brought to the Audit Committee on the Integrated Care Fund.</p>	<p>WAO</p> <p>Democratic Services Manager</p>			<p>Green</p>
<p><b>8 August 2019</b></p>	<p><u>STATEMENT OF ACCOUNTS 2018-19</u></p>	<p>Consideration to be given to holding an Audit Committee on 23 July 2020 to coincide with the signing off of the Statement of Accounts.</p> <p>Reference to Wales being described as a Principality to be removed from the narrative of Bridgend as a Place.</p>	<p>Democratic Services Manager</p> <p>Interim Head of Finance</p>			
<p><b>8 August 2019</b></p>	<p><u>CORPORATE RISK ASSESSMENT</u></p>	<p>Breakdown required on staffing risks per Directorate i.e. vacancies, cover etc. on Risk 8 and the potential for sickness to increase as a consequence of the Council being unable to attract or retain a workforce with the necessary skills to meet the demands placed upon the authority and its services.</p>	<p>CMB</p>			

<p><b>8 August 2019</b></p>	<p><u>CORPORATE FRAUD REVIEW 2018-19 &amp; NATIONAL FRAUD INITIATIVE UPDATE</u></p>	<p>Explanation to be brought to the November meeting of the Audit Committee on the reasons for the difference between the amounts over claimed and recovered for those in receipt of Single Person Discount.</p>	<p>Interim Head of Finance / Head of Regional Audit</p>			
<p><b>8 August 2019</b></p>	<p><u>UPDATED FORWARD WORK PROGRAMME 2019/20</u></p>	<p>Meeting of the Audit Committee to be moved from 23 January 2020 to 30 January 2020.</p>	<p>Democratic Services Manager</p>		<p>Announcement to be made at Council in September to amend the date of Audit Committee.</p>	<p>Green</p>