

### Audit Committee Tracker

Date of Committee / Minute Number	Agreed Action	Lead	Target Date	Progress/ Completed
26 April 2018 / 47	<p><b>External Audit Annual Audit Plan 2017-18.</b> 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.</p>	<b>Chief Internal Auditor</b>	September 2020	Awaiting new City Deal projects to be approved as currently only one project is live and then an Internal Audit review can begin. Review
6 September 2018 / 75	<p><b>Wales Audit Office – Overview And Scrutiny – Fit For The Future?</b></p> <ul style="list-style-type: none"> <li>• <b>Proposed to benchmark overview and scrutiny in BCBC against other neighbouring authorities.</b></li> <li>• <b>WAO to come back to the Committee with examples of good practice on ‘innovative practice in scrutiny’.</b></li> </ul>	<p><b>Democratic Services Manager</b></p> <p><b>Financial Audit Manager – Audit Wales</b></p>	September 2020	<p>Completed</p> <p>Audit Wales to present interactive tool to Committee on innovative practices within Scrutiny.</p>
15 November 2018 / 83	<p><b>Wales Audit Office Report On The Service User Perspective Of Disabled Facilities Grant.</b></p> <ul style="list-style-type: none"> <li>• <b>Case studies are to be undertaken where properties have benefited from DFGs and reported to Committee for information.</b></li> </ul>	<b>Group Manager Housing</b>		Completed

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	<ul style="list-style-type: none"> <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>	<p>Head of Partnerships and Performance</p> <p>Group Manager Housing</p>		<p>September 2020</p> <p>Completed</p>
15 November 2018 / 87	<p><b>Audit Report – Information Management Follow Up</b></p> <ul style="list-style-type: none"> <li>• In response to question from Committee for information on the GDPR Implementation Board and Governance Board, the Chief internal Auditor stated that he 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 addressing the actions in relation to information management.</li> </ul>	<p>Chief Internal Auditor</p> <p>Group Manager ICT</p>		<p>Completed</p> <p>Completed</p>
17 January 2019 / 109	<p><b>Audit Report – Wales Audit Office – Digital Risk Diagnostic Response</b></p> <p>The SIRO should ensure that access to the Data Security Breach Incident tracker is adequately access - restricted.</p>	Head of Partnerships and Performance		Completed

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17 January 2019 / 110	<p><b>Corporate Risk Assessment, Corporate Risk Management Policy And Incident And Near Miss Reporting Procedure.</b></p> <ul style="list-style-type: none"> <li>Proposed Committee considers annual report summarising incidents and near misses recorded and action taken to prevent reoccurrence of these/ others.</li> <li>A further report would have to be presented to Council, seeking amendment to the Committees Terms of Reference within the Constitution, to include this function.</li> </ul>	<p>Interim Head of Finance</p> <p>Interim Head of Finance</p>		<p>Completed</p> <p>Completed</p>
18 April 2019 / 125	<p><b>Regional Internal Audit Shared Service Charter 2019/20</b></p> <ul style="list-style-type: none"> <li>Harmonisation of the Audit Committees Terms of Reference with neighbouring authorities.</li> <li>Suggested consideration for potential networking initiative – Chairs of Audit</li> </ul>	<p>Head of Internal Audit</p> <p>Head of Internal Audit</p>	<p>January 2021</p>	<p>Harmonisation of the Audit Committees Terms of Reference with neighbouring authorities is in the Forward Work Programme for January 2021 depending on Local Government Bill being published by Welsh Government.</p> <p>All Wales Session for Audit Committee Chair took place on 11<sup>th</sup> October 2019 - Completed.</p>



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	further report be brought to the Audit Committee on the Integrated Care Fund.			
<b>8 August 2019 / 149</b>	<b>Corporate Fraud Review 2018-19 &amp; National Fraud Initiative Update</b> 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.	<b>Head of Internal Audit</b>		Completed.
<b>14 November 2019 / 153</b>	<b>Integrated Care Fund Governance</b> <ul style="list-style-type: none"> <li>Wales Audit Office to make enquiries on whether ICF across Wales was effective.</li> <li>Corporate Director Social Services and Wellbeing to provide the Committee with details of schemes at risk due to delays in funding.</li> <li>Corporate Director Social Services and Wellbeing to provide the Committee with the papers of the Regional Partnership Board.</li> </ul>	<b>Wales Audit Office</b>  <b>Corporate Director Social Services &amp; Wellbeing</b> <b>Corporate Director Social Services &amp; Wellbeing</b>		Audit Wales has recommended that the Welsh Government works with RPBs to agree key outcome measures which are expected to be achieved, and monitored, for the different target groups in receipt of the fund. Where possible, these measures should align to wider outcome measures set out in national outcome frameworks already in place.  Information disseminated to members of the Audit Committee prior to the next meeting – Completed.  Information disseminated to members of the Audit Committee - Completed

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<b>14 November 2019 / 156</b>	<b>Disabled Facilities Grant (DFG) - Response To WAO Recommendations</b> Head of Performance and Partnership Services to embed new ways of working, and carry out two procurement exercises and also start to recruit staff.	<b>Head of Performance and Partnership Services</b>	<b>September 2020</b>	Head of Performance and Partnership Services to report back to a future Committee on improvements made in the performance of DFGs.
<b>14 November 2019 / 159</b>	<b>Wales Audit Office Follow-Up Review Of Corporate Arrangements For The Safeguarding Of Children</b> An update on the actions to be reported to the next meeting of the Committee	<b>Corporate Director Social Services &amp; Wellbeing</b>	July 2020	Report being presented to July 2020 Committee.
<b>14 November 2019 / 165</b>	<b>Corporate Risk Assessment</b> Further report in January 2020 concerning the 2020-21 Corporate Risk Assessment and review of the Corporate Risk Management Policy.	<b>Interim Head of Finance</b>		Completed.
<b>30 January 2020 / 177</b>	<b>Wales Audit Office – Overview And Scrutiny – Fit For The Future?</b> Wales Audit Office to provide report on innovative practices within Scrutiny.	<b>Wales Audit Office</b>	September 2020	Audit Wales to present interactive tool to Committee on innovative practices within Scrutiny.
<b>30 January 2020 / 178</b>	<b>Corporate Risk Assessment</b> Concerns expressed by the Committee around First Aid policies and paediatric first aid training in schools, thereby putting pupils and staff at risk.	<b>Corporate Director Education and Family Support</b>		Written response provided by the Corporate Director Education and Family Support – Completed.