

APPENDIX A

Governance and Audit Committee Action Record

Date of Committee / Minute Number	Agreed Action	Lead	Target Date	Progress/ Completed
26 April 2018 / 47	<p>External Audit Annual Audit Plan 2017-18. 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>	Head of Internal Audit	November 2020	<p>Awaiting new City Deal projects to be approved as currently only one project is live and then an Internal Audit review can be scoped.</p> <p>The Head of Internal Audit has advised that the Annual Governance Statement of City Deal is publicly available, which included highly detailed reports and the Committee agreed that the action is now complete.</p>
18 April 2019 / 125	<p>Regional Internal Audit Shared Service Charter 2019/20</p> <ul style="list-style-type: none"> • 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. 	<p>Head of Internal Audit</p> <p>Head of Internal Audit</p>	January 2021	<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 11th October 2019 - Completed.</p>

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14 November 2019 / 156	Disabled Facilities Grant (DFG) - Response To WAO Recommendations Head of Performance and Partnership Services to embed new ways of working, and carry out two procurement exercises and also start to recruit staff.	Head of Performance and Partnership Services	November 2020	Head of Partnership Services to report back to a future Committee on improvements made in the performance of DFGs. Completed
10 September 2020 / 200	Audit Wales Audit Committee Update Audit Wales present an update to the next Committee on whether it was undertaking a piece of work on mental health associated with Covid-19.	Audit Wales	November 2020	Information has been provided to the Committee by Audit Wales and the action is now complete.
10 September 2020 / 201	Corporate Risk Assessment 2020-21	Chief Officer – Finance, Performance and Change	November 2020	Members be provided with details of unnecessary bureaucratic processes that had ceased as per the CRR. Information has been provided to the Committee by Chief Officer – Finance, Performance and Change and the action is now complete.
10 September 2020 / 205	Annual Internal Audit Plan 2020-21	Head of Internal Audit Head of Internal Audit	November 2020 November 2020	A report be presented to the next Committee on progress with the Internal Audit Plan to date. Completed. Members be provided with details of the 12 items which have been deferred and the intended treatment moving forward.

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				Information has been provided to the Committee by Internal Audit and the action is now complete.
10 September 2020 / 206	Annual Corporate Fraud Report 2019-20	Chief Officer – Finance, Performance and Change & Head of Internal Audit	November 2020	A refreshed fraud strategy be presented to the next Committee.
12 November 2020 / 214	Audit Wales Governance & Audit Committee Update	Audit Wales	January 2021	Reports on the Financial Sustainability of Local Government as a Result of the COVID-19 Pandemic and the National Fraud Initiative be brought to the next meeting of the Committee.
12 November 2020 / 215	Position Statement - ‘Raising Our Game – Tackling Fraud In Wales’ Report	Head of Internal Audit / Audit Wales Head of Internal Audit	January 2021 January 2021	Internal Audit, Audit Wales and Tarian develop training on fraud for the Committee to undertake. Officers present a report to the next meeting of the Committee on Fraud Risk Assessment.
12 November 2020 / 219	Disabled Facilities Grant – Progress Report and Position Statement	Head of Partnership Services	April 2021	A report on Disabled Facilities Grants be brought to the April meeting of the Committee.
12 November 2020 / 220	Forward Work Programme 2020-21	Head of Internal Audit	January 2021	A report on Fraud Risk Assessment be brought to the next meeting of the Committee.