



# Doncaster Council

## Report

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29<sup>th</sup> July 2021

To the Chair and Members of the AUDIT COMMITTEE

### AUDIT COMMITTEE ACTIONS LOG

#### EXECUTIVE SUMMARY

1. The Committee is asked to consider the attached Audit Committee Actions Log, which updates Members on actions agreed during Audit Committee meetings. It allows Members to monitor progress against these actions, ensuring satisfactory progress is being made.
2. All actions are progressing. The action log includes two actions from the 8<sup>th</sup> July 2021 meeting and three actions from April 2021 meeting. There are no actions outstanding from earlier meetings. Of these:
  - Two are complete and the remaining three are scheduled for completion at the October meeting of the Audit Committee

#### EXEMPT REPORT

3. The report does not contain exempt information.

#### RECOMMENDATIONS

4. The Committee is asked to;
  - Note the progress being made against the actions agreed at the previous committee meetings, and
  - Comment if any further information / updates are required.

#### WHAT DOES THIS MEAN FOR THE CITIZENS OF DONCASTER?

5. Regular review of the actions agreed from the Audit Committee meetings enables the Committee to ensure it delivers against its terms of reference and is responding to important issues for citizens and the borough. The action plan update helps support openness, transparency and accountability as it summarises agreed actions from reports and issues considered by the Audit Committee.

## BACKGROUND

6. The Audit Committee Actions Log, which is updated for each Audit Committee meeting, records all actions agreed during previous meetings. Items that have been fully completed since the previous Audit Committee meeting are recorded once as complete on the report and then removed for the following meeting log. Outstanding actions remain on the log until completed.

## OPTIONS CONSIDERED AND RECOMMENDED OPTION

7. There are no specific options to consider within this report as it provides an opportunity for the Committee to review and consider progress made against ongoing actions raised during previous Audit Committee meetings.

## IMPACT ON THE COUNCIL'S KEY OUTCOMES

8.

	Outcomes	Implications
	<p><b>Doncaster Working:</b> Our vision is for more people to be able to pursue their ambitions through work that gives them and Doncaster a brighter and prosperous future;</p> <ul style="list-style-type: none"> <li>• Better access to good fulfilling work</li> <li>• Doncaster businesses are supported to flourish</li> <li>• Inward Investment</li> </ul>	
	<p><b>Doncaster Living:</b> Our vision is for Doncaster's people to live in a borough that is vibrant and full of opportunity, where people enjoy spending time;</p> <ul style="list-style-type: none"> <li>• The town centres are the beating heart of Doncaster</li> <li>• More people can live in a good quality, affordable home</li> <li>• Healthy and Vibrant Communities through Physical Activity and Sport</li> <li>• Everyone takes responsibility for keeping Doncaster Clean</li> <li>• Building on our cultural, artistic and sporting heritage</li> </ul>	
	<p><b>Doncaster Learning:</b> Our vision is for learning that prepares all children, young people and adults for a life that is fulfilling;</p> <ul style="list-style-type: none"> <li>• Every child has life-changing learning experiences within and beyond school</li> <li>• Many more great teachers work in Doncaster Schools that are good or better</li> </ul>	

	<ul style="list-style-type: none"> <li>• Learning in Doncaster prepares young people for the world of work</li> </ul>	
	<p><b>Doncaster Caring:</b> Our vision is for a borough that cares together for its most vulnerable residents;</p> <ul style="list-style-type: none"> <li>• Children have the best start in life</li> <li>• Vulnerable families and individuals have support from someone they trust</li> <li>• Older people can live well and independently in their own homes.</li> </ul>	
	<p><b>Connected Council:</b></p> <ul style="list-style-type: none"> <li>• A modern, efficient and flexible workforce</li> <li>• Modern, accessible customer interactions</li> <li>• Operating within our resources and delivering value for money</li> <li>• A co-ordinated, whole person, whole life focus on the needs and aspirations of residents</li> <li>• Building community resilience and self-reliance by connecting community assets and strengths</li> <li>• Working with our partners and residents to provide effective leadership and governance</li> </ul>	<p>Effective oversight through the Audit Committee adds value to the Council operations in managing its risks and achieving its key priorities of improving services provided to the citizens of the borough</p> <p>The work undertaken by the Audit Committee improves and strengthens governance arrangements within the Council and its partners.</p>

## RISKS AND ASSUMPTIONS

9. The Audit Committee contributes to the effective management of risks in relation to audit activity, accounts / financial management / risk management and other governance / regulatory matters.

## LEGAL IMPLICATIONS [SRF 12/07/21]

10. There are no specific legal implications associated with this report. Where necessary appropriate legal advice can be provided in relation to matters listed in the Appendix to this report.

## FINANCIAL IMPLICATIONS [SJT 13/07/21]

11. There are no specific financial implications associated with this report.

## HUMAN RESOURCES IMPLICATIONS [RH 14/07/21]

12. There are no specific human resources issues associated with the contents of this report.

### **TECHNOLOGY IMPLICATIONS [PW 13/07/21]**

13. There are no specific technology implications associated with this report.

### **EQUALITY IMPLICATIONS [PJ 14/07/21]**

14. We are aware of the Council's obligations under the Public Sector Equalities Duties and there are no identified equal opportunity issues within this report.

### **HEALTH IMPLICATIONS [RS 12/07/21]**

15. Good governance is important for healthy organisations and for healthy populations. Specific health implications should be addressed through individual audits and action plans.

### **CONSULTATION**

16. The Audit Committee Action Log has been produced following consultation with members of the Audit Committee to address the risk of agreed actions not being implemented.

### **BACKGROUND PAPERS**

17. None

### **GLOSSARY OF ACRONYMS AND ABBREVIATIONS**

18. None

### **REPORT AUTHOR & CONTRIBUTORS**

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## APPENDIX 1

AUDIT COMMITTEE ACTION LOG – 29<sup>th</sup> JULY 2021

Follow-up actions from previous meetings:-

Minute/ Action	Progress update	Responsible Officer	Completed (Y/N)
<b>Meeting 8<sup>th</sup> July 2021</b>			
<b>Monitoring Officer Report – Whistleblowing Policy</b> The Monitoring Officer agreed to make a specific reference to Councillors raising whistleblowing concerns in the policy.	Upon review, the Monitoring Officer is satisfied that the policy already reflects Councillors using the policy to report whistleblowing concerns	Scott Fawcus	Y – action complete
<b>Unaudited Statement of Account</b> It was highlighted that whilst a £6m underspend represents a small percentage of the overall budget, it may sound a lot to the reader. Could the report explain that context a bit more?	The narrative report will be updated to provide further information to reflect the £6m underspend in the context of the wider overall gross budget.	Rob Isaac	Y - Narrative report updated
<b>Meeting April 2021</b>			
<b>Breach and Waivers to the Council's Contract Procedure Rules</b> - the Assistant Director of Finance and Head of Procurement to consider if any actions are required in relation to the use of waivers;	This will be covered in the October update report for Audit Committee	Faye Tyas	Scheduled for October 2021 meeting
<b>Breach and Waivers to the Council's Contract Procedure Rules</b> - future reports to provide more details on the reasons for those breaches that continue to be reported	Future reports to provide further information requested	Holly Wilson	Scheduled for October 2021 meeting

Minute/ Action	Progress update	Responsible Officer	Completed (Y/N)
<p><b>Internal Audit Plan – 2021-2022</b> - The External Auditor and the Head of Internal Audit will meet to discuss what was considered as good practice elsewhere regarding qualitative reporting and also any possible use of Grant Thornton’s “Inflow” software.</p>	<p>Meeting held 21<sup>st</sup> June 2021 and further meeting to be scheduled to develop the reporting principles agreed.</p> <p>The use of “Inflow” was discussed and not felt to be of use for the Internal Audit Team</p>	<p>Peter Jackson</p>	<p>Ongoing – target date of October 2021</p>