



City of Doncaster Council

Report

26th January 2023

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. Three actions are complete. There is one ongoing action to be completed for April's Audit Committee which is in line with the timescales agreed.

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.

RISKS AND ASSUMPTIONS

8. 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 [Initials: SRF Date: 17.01.23]

9. 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 [Initials: SJT Date:18.01.23]

10. There are no specific financial implications arising from this report.

HUMAN RESOURCES IMPLICATIONS [Initials: SH Date: 18.01.23]

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

TECHNOLOGY IMPLICATIONS [Initials: PW Date:17.01.23]

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

EQUALITY IMPLICATIONS [Initials: PRJ Date:17.01.23]

13. 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 [Initials: RS Date:17.01.23]

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

CONSULTATION

15. 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

16. None

GLOSSARY OF ACRONYMS AND ABBREVIATIONS

17. None

REPORT AUTHOR & CONTRIBUTORS

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APPENDIX 1

AUDIT COMMITTEE ACTION LOG – 26th JANUARY 2023

Follow-up actions from previous meetings:-

Minute/ Action	Progress update	Responsible Officer	Completed (Y/N)
Meeting 27th October 2022			
<p>Performance Management Framework An awareness training session will be held for Members of the Audit Committee on the practicalities of managing risk within the Council, and the arrangements in place to ensure that all risks were managed and reviewed at an appropriate level to help Members understand the process</p>	<p>Training provided to members at the training and awareness session on 20th January 2023</p>	<p>Sennette Wroot</p>	<p>Y- Complete</p>
<p>Breaches and Waivers to the Council's Contract Procedure Rules Members requested a review of arrangements to further reduce the number of avoidable breaches and waivers and produce an action plan to achieve this</p>	<p>Action plan to be provided to members and an update provided at April 2023 Audit Committee</p>	<p>Holly Wilson</p>	<p>N - Ongoing</p>

Minute/ Action	Progress update	Responsible Officer	Completed (Y/N)
<p>Progress Report on North Bridge Stores Transformation Project</p> <p>1) Members requested further detail around progress reported concerning the Standard Operating Procedures.</p> <p>2) Request for the stepping down of progress reporting with the next report on the North Bridge Stores to be from Internal Audit following completion of their audit anticipated in Quarter 1 2023/24 year.</p>	<p>Information was provided to Members of the committee on 5th January 2023</p> <p>Progress report removed from future Agendas</p>	<p>Dave Stimpson</p> <p>Peter Jackson</p>	<p>Y - Complete</p> <p>Y - Complete</p>