

AUDIT COMMITTEE ACTION LOG

Follow-up actions from previous meetings:-

Ref:	Minute/ Action	Progress update	Responsible	Completed (Y/N)
Meeting January 2016				
<i>Min ref:</i>	<i>Copy of minute giving rise to the action</i>	<i>Narrative progress against action</i>	<i>Name of officer responsible for delivery</i>	<i>Y/N or R/A/G rated</i>
Meeting April 2016				
Financial and Purchasing and Contract Procedure Rules				
49	To respond to Councillor Susan Durant relating to the justification in providing an extension to the New Horizons contract.	Response and update provided	Denise Bann	Yes
49	To provide a report to the next Audit Committee Meeting relating to the action plan produced and concerns raised relating to the current waivers and breaches within Learning and Opportunities (Children and Young People) Directorate.	Report provided for June Audit Committee	Damian Allen	Yes
49	Older Peoples Alarm System – the report would be processed through Directors and Leadership Team and a further update be provided in the next audit committee report.	Potential providers have been contacted –decisions can now be made when report considered by management	Denise Bann	ongoing
49	Springwell Lane and Lanark Drive – Members to be informed once an update was available.	Funding for both schemes has transferred to the CCG	Denise Bann	Yes
49	Solar Centre – Individual reviews taking place. Update to be provided in the next audit committee report.	Individual service reviews still work in progress – timescales for completion to be established	Denise Bann	No – ongoing
49	DIAL Doncaster – update on current position.	Re-tendering (Faye Wood is the lead commissioner)	Denise Bann	Yes
49	Column to be added to table to identify	Completed – template	Denise Bann	Yes

	responsible Director for future reports.	updated		
Covert Surveillance – Regulation of Investigatory Powers Act 2000 (RIPA) Update				
51	More detail to be added in relation to the number of premises visited.	To be done in next Committee report (due Autumn 2016)	Helen Potts	No – not yet due
51&52	Suggested action that Members of the Committee carry out a visit to the Trading Standards office which had proved useful in the past.	Date to be arranged. HP has contacted chair.	Helen Potts	No – in progress
51	Refresher training to be provided in 12 months time.	To be arranged by April 2017.	Helen Potts	No – not yet due
51	Changes to the Policy are to be made available via the Councils Intranet/Website.	Intranet now updated	Helen Potts	May 2016.
51	Members to be informed of future inspections prior to arrival.	Will ensure this occurs.	Helen Potts	No – not yet due
Quarter 3 2015/16 Strategic Risk Register Update				
52	Meeting to be arranged with Vice –Chair to discuss clarity with regard to the process followed by officers to reach the required target risk scores.	Meeting set up between Vice-Chair and S Wiles	Simon Wiles	Yes
52	Produce a timetable as to who would be attending the Committee meeting to explain the risk management process within their responsibility, when to take into account other reviews and reporting to the various risks.	Covered in strategic risk report to June Audit Committee	Simon Wiles	Yes
52	Public Health are currently having an annual review of their processes. Further elements such as life expectancy will be flagged up with the report author for future reference.	This issue will be raised at the next review of the register	Sennette Wroot	No – not yet due
Annual Report of the Head of Internal Audit 2015/16				
53	Update on SAPAT work undertaken to be provided.	A verbal update will be provided to the June Audit Audit Committee with the	Colin Earl	Yes

		final outcome being formally reported at a future committee		
Internal Audit Plan – 2016/17				
54	A meeting outside of the committee is to be arranged to discuss the Voluntary and Community Support Fund particularly with regard to policies and procedures.	This meeting has taken place and there is an ongoing review. There is the anticipation to be able to provide a verbal update at June's Audit Committee with the final outcome being formally reported at a future committee	Colin Earl	Yes