

AUDIT COMMITTEE ACTION LOG – September 2016

Follow-up actions from previous meetings:-

Ref:	Minute/ Action	Progress update	Responsible Officer	Completed (Y/N)
Meeting August 2016				
Annual Governance Statement				
15 a	Provide mid-year update on key improvement areas in the Annual Governance Statement at the Committee's meeting in January 2017.	Scheduled for January 2017 Audit Committee	Steve Mawson	No – not yet due
15 b	Provide report on Fraud Plan and Fraud Risk Register at the November Audit Committee	Scheduled for November 2016 Audit Committee	Colin Earl	Yes - Report provided to November audit committee
15 c	Income Management – update report to be brought to a future Audit Committee – date to be confirmed	Scheduled for January 2017 Audit Committee	Steve Mawson	No – not yet due
Annual Fraud Report 2015/16				
17	A briefing on Fraud prevention activity be presented to a future pre-meeting training session, including how the transfer of the service had impacted on the Revenues and Benefits team	Scheduled for January 2017 pre-meeting training session	Geraldine Morton	No – not yet due
Strategic Risk Report Mapping				
18	Provide a report for the committee to carry out 'deep dive' reviews on and attain a more in-depth picture of how the following nominated strategic risks were managed reviewed and reported:-			
18 a	SRO2 - (Adults, Health and Wellbeing Directorate); – to be considered at the meeting scheduled on 17th November, 2016.	Scheduled for November 2016 Audit Committee	Kim Curry	Yes - Report provided to November audit committee

Ref:	Minute/ Action	Progress update	Responsible Officer	Completed (Y/N)
18 b	SR03, SR08 (Finance and Corporate Services Directorate) - and SR013 (Learning and Opportunities, Children and Young Peoples Service Directorate); – to be considered at the meeting scheduled on 25th January, 2017.	Scheduled for January 2017 Audit Committee	Steve Mawson	No – not yet due
18 c	SR09, SR10 and SR14 – (Learning and Opportunities, Children and Young Peoples Service Directorate) - to be considered at the meeting scheduled on 6th April, 2017.	Scheduled for April 2017 Audit Committee	Damian Allen	No – not yet due
Adults, Health And Wellbeing - Learning Disability/Supporting Living Review - Update Report				
20	Provide a more detailed report to a future meeting, providing;- - a breakdown of the numbers of those service users eligible for CHC funding who were not claiming it; - those that may be eligible to pay towards the support they are receiving - what amount of supported living allowance they were receiving; and - the arrangements now in place to avoid a significant backlog happening in the future.	Scheduled for November 2016 Audit Committee	Pat Higgs	Yes - Report provided to November audit committee
Safeguarding Adults Personal Assets Team - Responsive Review				
21	Provide a report to Committee upon finalisation of Internal Audit's work	Audit Review still ongoing	Colin Earl	No – not yet due

Meeting April 2016				
Financial and Purchasing and Contract Procedure Rules				
49 a	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.	Adult, Health and Wellbeing departmental management team will consider proposals at the end of November 2016 as to how to rectify the situation	Jon Tomlinson	No - Ongoing
49 b	Solar Centre – Individual reviews taking place. Update to be provided in the next audit committee report.	Doncaster Council, RDASH and the CCG are in discussions to develop models for clients which will resolve the situation	Jon Tomlinson	No – Ongoing
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	Yes – covered within November committee report
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	Yes – completed at pre – meeting training prior to November audit committee
51	Refresher training to be provided in 12 months time.	To be arranged for April 2017.	Helen Potts	No – not yet due
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	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	Yes - No further strategic risk has come out of this review .
Meeting January 2016				
Adult, Health and Wellbeing – Overpayment of Direct Payments				
	A further update report be brought to November Audit Committee	Will ensure this occurs	Pat Higgs	Yes - Update report provided to November audit committee
Data Quality and Information Management Update				
	A further update report be brought to November Audit Committee	Will ensure this occurs	Julie Grant	Yes - Update report provided to November audit committee