

Audit Committee, 15 June 2016

Matters Arising

Executive summary and recommendations

Attached is an actions list as agreed at the last public meeting of this committee.

Decision

The Committee is requested to note the document. No decision is required.

Background information

Please refer to individual papers and minutes for the background to decisions.

Resource implications

None

Financial implications

None.

Appendices

None.

Date of paper

6 June 2016

Action points

Audit Committee - Public meeting

16 March 2016

	Action point (and location in the minutes)	For the attention of/ Comment on progress
1	<p>Item 7. Internal Audit - progress report 2015-16 and 2016-17 plan (report ref: AUD 03/16)</p> <p>The Committee agreed to receive an updated internal audit plan for 2016-17 at its meeting on 15 June 2016.</p> <p>(7.12)</p>	<p>Director of Finance</p> <p>This report is item 10 on this meeting's agenda.</p>
2	<p>Item 8. Review of internal audit recommendations (report ref: AUD 04/16)</p> <p>It was noted that it is hoped that all recommendations will be cleared by the June Committee meeting and an update will be provided by Grant Thornton at that meeting.</p> <p>(8.3)</p>	<p>Director of Finance</p> <p>This report is item 7 on this meeting's agenda.</p>
3	<p>Item 9. Performance Review of the Internal Auditor (report ref: AUD 05/16)</p> <p>The Committee agreed that the review should include the core financial controls audit and therefore the performance review paper would be considered at the Committee's meeting in September 2016.</p> <p>(9.3)</p>	<p>Secretary to the Committee</p> <p>The review will initiate following June meeting. In discussions with the Chair it has been agreed that the external auditor's performance will also be reviewed annually.</p>
4	<p>Item 11. Business Process Improvement report (report ref: AUD 06/16)</p> <p>The Committee discussed completion rates for the most recent Computer Based Training information security package. The Committee noted that whilst 94% of Partners had completed the training, this was not enough and that all Partners needed to undergo this training. The Committee also expressed regret that not all Council members had completed the training. The Committee agreed a more robust approach should be</p>	<p>Head of Business Process Improvement</p> <p>All Council members have now completed the training. The package for this financial year is currently being finalised.</p>

Date	Ver.	Dept/Cmte	Doc Type	Title	Status	Int. Aud.
2014-06-16	a	F&R	PPR	Executive summary action points list public meeting Audit Committee 24 June 2014	Final DD: None	Public RD: None

	<p>taken to the non-completion of the CBT package. It was agreed that, while this could cause issues for the departments using Partners, this was more acceptable than Partners not being trained in this area.</p> <p>(11.3)</p>	
5	<p>Item 13. Risk register and risk owner presentations (report ref: AUD 08/16)</p> <p>The Committee received an overview of the composition of the corporate risk register from the Director of Operations. The Committee requested the Executive to organise a briefing session on the risk register for Eileen Mullen prior to the next Audit Committee meeting to assist her as a new member of the Committee.</p> <p>(13.3)</p>	<p>Director of Operations</p> <p>Complete.</p>

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