

Audit Committee Action Sheet – actions from meeting held on 18 September 2018

Action number	Item/report	Action and deadline	Responsible officer	Action taken / progress
1	IT corporate risks	It was agreed that it will be useful to track and assess the degree to which corporate risks CRR 2 (IT infrastructure) and CRR 7 (Cyber attack threats) reduce as the FSA progresses through implementation	Simon Oliver / Jan Cadby	Will be ongoing as FSA implementation progresses
2	Minutes – 31 July – point of clarification	External Auditor BDO to be contacted to check inclusion of an additional point to be included in the minutes about the discussion that had taken place in relation to the former CX's employment contract.	Denise Murray / Ian Hird	The External Auditor has been contacted and has agreed the inclusion of an addition to the minutes (minutes updated accordingly).
3	AGS tracker	It was noted that a column had been omitted from the detailed tracker making it difficult to reconcile the summary and detailed schedule. It was agreed that this would be rectified and an updated report re-circulated.	Denise Murray	Circulated on 27 Sept 18
4	Internal Audit activity report	It was noted that a newly elected councillor had evidently received no training / guidance on the use of Council IT and around information security / GDPR and had only become aware of this through discussion with other councillors. It was noted that this matter would be drawn to the attention of the Council's Senior Information Risk Officer / statutory data protection officer.	Jonathan Idle	Notified to SIRO on 19 Sept 18.

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5	Internal Audit activity report	It was queried whether, given the resource position, there was any risk to the internal audit service being able to provide an overall opinion, at year end, on the overall adequacy and effectiveness of the organisation's governance, risk and control framework. It was noted that this potential risk would be assessed and an update on the assurance level able to be offered by the Internal Audit team in light of the resource situation would be submitted to the next meeting.	Jonathan Idle	In progress.
6	Grant Thornton briefing / Audit Committee work programme	The Grant Thornton briefing document was noted, setting out their outline reporting timeline – the Audit Committee work programme to be amended to align with this.	Jonathan Idle	In progress.