

Audit Committee Action Sheet – actions from meeting held on 28 September

Action number	Item/report	Action	Responsible officer(s)	Action taken / progress
1	Minutes	Adebola Adebayo is incorrectly listed as Chief Internal Auditor, this needs correcting.	Oliver Harrison	Done, published 6 Oct
2	Action Sheet	Circulate Colin Molton list of projects in PQ02 27 August to the committee	Oliver Harrison	Done, circulated 28 Sep
3	Public Forum	The Monitoring Officer will be writing to Audit Committee members about Access to Information explaining the legal regime.	Tim O’Gara	Report prepared for 23/11 Audit Committee (relates to action 7)
4	Public Forum	PQ2 supplementary question: the response says the reports will be published at the end of the year. What is the reason for them not being published now?	Mayor’s Office (via Oliver Harrison)	Done. Response given 6 Oct
5	Public Forum	PQ5 supplementary question: what is the cost of the Quality of Life Survey and the Citizen Panels?	Denise Murray	Done. Response given 7 Oct

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6	Public Forum	PQ5 supplementary question: the response says that the BCC website has a privacy statement. However, this statement was not present in March 2018 when Impact Social did their data collection. What types of notices (if any) were present in March 2018?	Ben Hewkin	Done. Response given 10 Nov
7	Work Programme	Access to Information to be added to the November Audit Committee agenda.	Alison Mullis	Complete. Report to November 2020 meeting. Also the matter was discussed with members at the Audit Committee effectiveness workshop on 22/10/2020, outcomes from which are covered at November 2020 Audit Committee.

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8	Treasury Management Annual Report 2019/20	Members asked for a list of where investments are made	Mike Pilcher	Done, circulated 28 Sep
9	SIRO Assurance Report	Cllr Stevens requested some examples of data breach reports. The SIRO agreed to share some after the meeting.	Tim O’Gara	Completed – meeting held w/c 2/11/20
10	SIRO Assurance Report	Cllr Kent said that he had reported a serious data protection breach 7 months ago but had not received any update on the outcome. TK also requested figures for number of breaches and number of cyber-attacks per year. The SIRO said he would find the relevant information on Cllr Kent’s breach and would have a meeting with him to discuss the metrics.	Tim O’Gara	Completed – meeting held w/c 2/11/20
11	Corporate Risk Report Q1	The narrative on the SEND risk seems to blame the judicial review for the risk, when responsibility lies with the	Jan Cadby	

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		council. This should be reworded.		
12	Corporate Risk Report Q1	A member asked whether it would be possible for Audit Committee to see the next iteration of the risk report before January. This will need to be checked as the report must go to Cabinet first.	Jan Cadby	