

Audit Committee Action Sheet – actions from meeting held on 23 November 2021

Action number	Item/report	Action	Responsible officer(s)	Action taken / progress
1	Chair's Business	To circulate for comment draft letter from Chair to Cllr Cheney regarding the recent interview reported in Bristol Post and B247 on Bristol Energy	Allison Taylor	Email circulated to Committee 25/11 and Cllr amendments incorporated. Formal Email sent to Cllr Cheney 26/11 Cllr Cheney's response received and circulated to the Cttee 8/12
2	10 – Audit Committee Half year report to FC	To append GT reports to Audit Cttee from Jan & Sept 21 and management actions/progress report to Audit Cttee from Nov 21	Tim O'Gara	Sent to Alison Mullis 24/11 and appended to the report for FC
3	12 – Treasury Management Mid-year report	To circulate the Ethical Investment Policy to the membership.	Jon Clayton	Sent to Allison Taylor who circulated to the Committee 24/11
4	13 – Internal Audit Half year audit report	Page 211 – query re 22 or 23 grants – to be amended accordingly	Simba Muzarurwi	Complete – internal copy of report amended. '22 grant claims to the value of approximately £17.1m were certified' is the correct position at the time of the half year report.
5	13 – Internal Audit Half year audit report	Summary Audit – IT Resilience – To arrange a private briefing for the Committee	Tim O'Gara	Completed.