

Audit Committee Action Sheet – actions from meeting held on 21 November 2022

Action number	Item/report	Action	Responsible officer(s)	Action taken / progress
1	8 – Value for Money Audit Plan	There may have been a specific energy contract made within the last 6 months. The EA we will look at this determine whether the due diligence is included in the VFM remit.	Jon Roberts (GT)	This is being progressed through our VFM work which is ongoing at this stage.
2	9 – Informing the Audit Risk Assessment Report	Members requested refresher training on accounting estimates. EA valuers can also talk to members about how they support accounts.	Ravi Lakhani	This will be explored in February 23.
3	10 – Treasury Management Mid-Year Report	The 50-year rate is lowest as it is always cheaper to take out long-term borrowing. However, the chart on p.67 shows short-term loans as having the lowest rates.	Ravi Lakhani	The Treasury Management Mid-year report sets out that the Council is not planning any further borrowing during the year however should there be a risk that borrowing costs will rise quicker and remain elevated for longer than expected then the Council will consider borrowing to reduce the Council's internal borrowing position and reduce its interest rate risk exposure (Para 27 /28). I can also confirm that this position remains the same which is also set out in the 23/24 Treasury Management Strategy.
4	10 – Treasury Management Mid-Year Report	At para 34 (Capital Expenditure) it states an approved HRA programme of £123m, but a forecast of £73m. This is a considerable difference. Officers to return with explanation.	Ravi Lakhani	During December capital budgets have been reprofiled to more accurately reflect programme spend. The latest capital position (as at period 9) shows £35.5m spend against a revised budget of £68.2m with a forecast of £69.5m for 2022/23.

5	12 - Review of Specific Corporate Risk - Emergency Planning Measures	There was a discussion about the emergency plan library and members requested access so that they could view the documents.	Jim Gillman	Emergency Plans are on the Civil Contingencies pages on the Source here . Please note, these are the plans that are not protectively marked and we also write plans for and work to plans owned by the Avon and Somerset Local Resilience Forum.
6	12 - Review of Specific Corporate Risk - Emergency Planning Measures	On 'community places of safety' it is worth officers coming to a members' forum to show the coverage in various wards.	Jim Gillman	Donna Liggins (Civil Protection Manager) was due to attend the Member's Forum yesterday, but unfortunately it didn't happen. Currently working on new dates.
7	12 - Review of Specific Corporate Risk - Emergency Planning Measures	There is training for members about emergency planning, such as the risks of high rises and function of red centres, but uptake is typically poor. ACTION JG to send on details of the next training session to committee members.	Jim Gillman	As above – this was going to be incorporated, but need to identify new dates.
8	13 - Counter Fraud Half Year Update Report	A member requested the revenue figures for empty property council tax and how many properties this represents.	Alison Mullis	
9	14 - Draft Audit Committee Half Year Report to Full Council	Members will require updated CIPFA training.	Simba Muzarurwi	The training is being arranged for the first week of February and all Committee members are encouraged to attend.