PWYLLGOR ARCHWYLIO
13 GORFFENAF 2018

DIWEDDARIAD CYNLLUN GWEITHREDU AMGUEDDFEYDD
Y PWRPAS: I nodi'r gwelliannau yn y cynllun.
Yr Argymhellion / Penderfyniadau Allweddol Sydd Eu Hangen: I gymeradwyio'r gwelliannau a'r amcanion gwaith parhaol
Y Rhesymau: Cais wrth y Pwyllgor Archwilio yn y cyfarfod ar 24 Mawrth 2017 am adroddiad gwelliant yw cyflwyno bob cwarter, ag yna i bob chwe mis.
Ymgynghorwyd â'r pwyllgor craffu perthnasol AMHERTHNASOL
Angen i'r Bwrdd Gweithredol wneud penderfyniad Amherthnasol Angen i'r Cyngor wneud penderfyniad AMHERTHNASOL

YR AELOD O'R BWRDD GWEITHREDOL SY'N GYFRIFOL AM Y PORTFFOLIO:- Cyng Peter Hughes-Griffiths – Diwylliant, Chwaraeon a Thrwristiaeth		
Y Gyfarwyddiaeth: **Adran Cymunedau** **Enw Pennaeth y Gwasanaeth:** **Ian Jones** **Awdur yr Adroddiad:** **Ian Jones**	**Swyddi:** Pennaeth Adran	**Rhifau ffôn:** **Cyfeiriadau E-bost:**

EXECUTIVE SUMMARY

AUDIT COMMITTEE

13TH JULY 2018

MUSEUMS ACTION PLAN UPDATE

1. BRIEF SUMMARY OF PURPOSE OF REPORT.

The attached action plan summarises the agreed work and progress to date by the Museums Team to improve its processes following the Internal Audit Summary presented to the Audit Committee meeting on 24th March 2017.

DETAILED REPORT ATTACHED ?	**YES**

IMPLICATIONS

I confirm that other than those implications which have been agreed with the appropriate Directors / Heads of Service and are referred to in detail below, there are no other implications associated with this report :

Signed: **Ian Jones** **Head of Leisure**

Policy, Crime & Disorder and Equalities	Legal	Finance	ICT	Risk Management Issues	Staffing Implications	Physical Assets
NONE	**YES**	**YES**	**YES**	**YES**	**YES**	**YES**

1. Legal

Appropriate advice is now being sought from Legal, Property Management, Finance, Health & Safety, Internal Audit and Risk to ensure revised procedures are legally compliant.

2. Finance

Significant focus of review to ensure that Financial Procedure Rules are fully complied with.

3. ICT

New technology to be introduced where this improves control.

4. Risk Management

Increased focus on evaluating exposure to risk and addressing weaknesses identified.

5. Staffing Implications

Action Plan addresses concerns identified re recruitment and safety of staff.

6. Physical Assets

Leisure to work closer with Environment Department to ensure proper arrangements for maintenance and control of physical assets.

CONSULTATIONS

I confirm that the appropriate consultations have taken in place and the outcomes are as detailed below

Signed: Ian Jones Head of Leisure

1. Scrutiny Committee
N/A

2.Local Member(s)
N/A

3.Community / Town Council
N/A

4.Relevant Partners
N/A

5.Staff Side Representatives and other Organisations
N/A

Section 100D Local Government Act, 1972 – Access to Information

List of Background Papers used in the preparation of this report:

N/A

Title of Document	File Ref No.	Locations that the papers are available for public inspection
Internal Audit Summary Report re Museums Action Plan		Audit Committee Meeting Agenda and Minutes - March 2017