**Audit and Governance Committee Action Log**

| Date of meeting | Action | Minute ref. | Deadline | Progress |
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| 19 January 2023 | Benchmarking data on Whistleblowing incidences at other Councils to be included in future reporting. | 29/22 | February meeting | No significant Whistleblowing disclosures within the Council. Therefore, update deferred to February 2024 meeting. |
| 02 February 2023 | Formal aspirational timeline target to achieve the 90% completion of Internal Audit recommendations to be considered in 23/24 IA Service Plan. | 33/22 | November meeting | Included in Internal Update Report on November Agenda. |
| 02 February 2023 | Previously shared dashboard style reporting illustrating the movement of risks to be brought to Committee. | 34/22 | By next report | Updated Risk Management software being launched 19/10/23. This will enable dashboard reporting to be included in next risk report. |
| 02 March 2023 | Prioritisation of recommendations to be included in future opening the books reporting and action tracker. | 40/22 | March meeting | Prioritisation to undertaken and included in next report. |
| 02 March 2023 | Covid funding including Sales, fees and charges grants reconciliation to be completed. | 40/22 | November meeting | Report on November Agenda. |
| 02 March 2023 | Committee to receive quarterly MTFS tracker to monitor budget variances. | 41/22 | Quarterly | Link to future Financial Performance Reports to be included in the Committee Action Log.<br><br>23-24 Period 5 Financial Performance Reports |
| 02 March 2023 | Development of process to involve the Cabinet Member for Finance in resolving recurrent internal audit actions whilst ensuring visibility to the Committee. | 42/22 | Ongoing | Amending audit protocol to include escalation to KK for lack of responses to reports and to later be expanded to include |

| | | | | follow ups. Once in place further escalations are being considered. |
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| 20 April 2023 | Report on 15% Council Tax VFM increase to External Auditor | 49/22 | June 2024 | Draft to Committee to confirm format, expected at February 2024 Committee meeting. |
| 20 April 2023 | Interim Auditors Reports Recommendations AGS reporting to include a breakdown of target setting and progress. | 52/22 | February meeting | To be included in next AGS update in February 2024. |
| 20 April 2023 | Risk Management Reporting to include risk movement and time spent as red. Ensure future control dates are not in the past. | 53/22 | By next report | Updated Risk Management software launched 19/10/23. This will enable dashboard reporting to be included in next risk report (April 2024). |
| 20 July 2023 | Future Energy Recharges reporting to include monetary values. | 7/22 | March meeting | |
| 21 September 2023 | Update on Cultural Transformation Programme: The Committee requested future reporting on implementation of the action plan, governance and benchmarking of the people and workforce. | 17/22 | March meeting | Included in Committee Work Programme for March 2024 meeting. |
| 19 October 2023 | AGS: The Committee requested for the Information Management actions to be updated in the 22/23 Action Plan and for any past dated deadlines to be updated. | 27/22 | February meeting | |
| 19 October 2023 | AGS: Work to identify overlap between the AGS Action Plan and the IAP Exit Strategy actions would be undertaken. IAP Exit Strategy actions will be included in future AGS Action Plan update reports. | 27/22 | February meeting | |
| 19 October 2023 | Risk Reporting: Next risk report to have all control measure targets updated to future dates. | 28/22 | April meeting | |

| 19 October 2023 | Risk deep dive report due at November 2023 meeting to focus on procurement and gas safe contract mobilisation risks. | 28/22 | November meeting | Included on November Committee Agenda. |
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| 19 October 2023 | Oracle Improvement Programme: Future reporting to include user and cultural adoption issues and any licensing costs and/or risk implications. | 29/22 | March meeting | Added to work programme to coincide with Cabinet report. |
| 19 October 2023 | Oracle Improvement Programme: The Committee requested a review of implementation of all other software systems within the council, to provide assurance on the Value for Money and effective use all major software systems utilised to deliver internal and external services. | 29/22 | Ongoing | Plan for review of software systems added to February agenda. First system review on March agenda. |
| 19 October 2023 | Anti-Fraud Update: The Committee requested updates on Anti-Fraud engagement with Registered Social Landlords. | 30/22 | April meeting | |