

Audit and Governance Committee Action Log

Date of meeting	Action	Minute ref.	Deadline	Progress
19 January 2023	Benchmarking data on Whistleblowing incidences at other Councils to be included in future reporting.	29/22	February 2024 meeting	No significant Whistleblowing disclosures within the Council. Therefore, update deferred to February 2024 meeting.
02 February 2023	Previously shared dashboard style reporting illustrating the movement of risks to be brought to Committee.	34/22	April 2024 meeting	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 2024 meeting	Prioritisation to undertaken and included in next report.
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. 23-24 Period 7 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.

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 2024 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	April 2024 meeting	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 2024 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 2024 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 2024 meeting	Completed. See entry in AGS Action Plan Update.
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 2024 meeting	Completed. There is an overlap which needs to be managed through the reporting arrangements for the AGS and the Exit Strategy.
19 October 2023	Risk Reporting: Next risk report to have all control measure targets updated to future dates.	28/22	April 2024 meeting	
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	April 2024 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	March 2024 meeting	Core Business Systems Assurance Review Update on Committee work programme for March meeting.
19 October 2023	Anti-Fraud Update: The Committee requested updates on Anti-Fraud engagement with Registered Social Landlords.	30/22	April 2024 meeting	
30 November 2023	Committee Assurance Mapping Document: Requested for the frequency of reports received by the Committee to be included.		February 2024 meeting	Completed. Document updated to include frequency of reports received.
30 November 2023	Risk Deep Dive: Gas Safety Contractor, Committee requested a detailed update be included in the March 2024 Risk Report.		March 2024 meeting	