

Audit and Governance Panel

Agenda Item No. 4

Action Log

No	Date of Meeting	Issue	Actions	Assigned/ Re-assigned to	Update	Completed
1.	31 May 2023	Corporate Fraud Team – Activity Report and Update on 2022/23 National Fraud Initiative	To provide a Members Briefing regarding the work of the Corporate Fraud Team	Chief Internal Auditor	Members briefing has been arranged for Wednesday 1 November at 2pm	NO
2.	28 June 2023	Delivering Good Governance - 2022/23 Assessment	A Member advised that, in the spirit of self-evaluation and in relation to page 15 of Appendix 1, where it stated that “All Panel and Council reports include ‘Risk Implications of Accepting or Rejecting Recommendations”, should a sample of these be reviewed to see if they were being used successfully.	Head of Legal and Regulatory Services/ Service Lead – Risk and Safety	On agenda for this meeting – 8 November 2023	YES

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Work Programme 2023

No	Issue	Actions	Assigned To	Due Date To Panel	Latest update
1.	Internal Audit - Progress Report (i) Progress of Annual Internal Audit Plan 2022/23 (ii) Progress of the Annual Internal Audit Plan 2023/24 (iii) Implementation of Internal Audit Action Plans (iv) Quality Assurance and Improvement Programme Update	Report to Panel	Chief Internal Auditor	8 November 2023 (progress reported quarterly)	Report to this Panel
2.	Internal Audit Plan 2023/24 – Midyear Review	Report to this Panel	Chief Internal Auditor	8 November 2023 (Annually)	Report to this Panel
3.	Risk Implications – Panel Reports	Report to this Panel	Head of Legal and Regulatory Services	8 November 2023	Report to this Panel
4.	Corporate Fraud Team - Activity Report	Report to this Panel	Chief Internal Auditor	6 December 2023 (Biannually)	
5.	Treasury Management Mid-Year Report 2023/24	Report to Panel	Head of Finance, ICT and Procurement	6 December 2023 (reported quarterly following changes to Code of Practice)	
6.	External Audit Reports – Progress to 30 June 2023	Report to Panel	Head of Finance, ICT and Procurement	6 September 2023 (Quarterly)	Item to be deferred to 6 December 2023 as no change from report to June AGP

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No	Issue	Actions	Assigned To	Due Date To Panel	Latest update
7.	Audit and Governance Panel – 2023 Annual Self-Assessment Outcome	Report to Panel	Head of Finance and ICT and Head of Legal and Regulatory Services	6 December 2023	
8.	Best Value Action Plan 2023	Report to this Panel	Director of Strategic Change and Communities	February 2024 (Quarterly)	
9.	Annual Audit Plan 2023/24	Report to Panel	Head of Finance, ICT and Procurement	March 2024 (Yearly)	
10.	Annual Internal Audit Plan	Report to Panel	Chief Internal Auditor	March 2024 (Yearly)	
11.	Strategic Risk Management	Report to this Panel	Head of Legal and Regulatory Services	March 2024 (Biannually)	
12.	Annual Accounts 2023/24	Report to this Panel	Head of Finance, ICT and Procurement	June 2024 (Yearly)	
13.	Delivering Good Governance – 2023/24 Assessment	Report to Panel	Head of Legal and Regulatory Services	June 2024 (Yearly)	
14.	Internal Audit Annual Report 2023/24	Report to Panel	Chief Internal Auditor	June 2024 (progress reported quarterly)	

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15.	Treasury Management Annual Report 2023/24	Report to Panel	Head of Finance, ICT and Procurement	June 2024 (Annually)	
16.	Internal Audit Annual Update Report – Integration Joint Board (IJB) Performance and Audit Committee (PAC)	Report to Panel	Chief Internal Auditor	September 2024 (Annually)	
17.	Accounts Commission Annual Report 2022/23	Report to this Panel	Head of Finance, ICT and Procurement	October 2024 (Annually)	