

Audit and Governance Panel

Agenda Item No. 4

Action Log

No	Date of Meeting	Issue	Actions	Assigned/ Re-assigned to	Update	Completed
			NOTHING TO REPORT			

Audit and Governance Panel

Work Programme 2024

No	Issue	Actions	Assigned To	Due Date to Panel	Latest update
1.	External Audit Reports – Progress to 31 May 2024	Report to Panel	Chief Financial Officer	26 June 2024 (Quarterly)	Report to this Panel
2.	Annual Accounts 2023/24	Report to this Panel	Chief Financial Officer	26 June 2024 (Annually)	Report to this Panel
3.	Delivering Good Governance – 2023/24 Assessment	Report to Panel	Chief Governance Officer	26 June 2024 (Annually)	Report to this Panel
4.	Riverside High Flats Audit – Management Response	Report to Panel	Director of Housing, Operations and Development	26 June 2024	Report to this Panel
5.	Internal Audit Annual Report 2023/24	Report to Panel	Chief Internal Auditor	26 June 2024 (Annually)	Report to this Panel
6.	Treasury Management Annual Report 2023/24	Report to Panel	Chief Financial Officer	26 June 2024 (Annually)	Report to this Panel
7.	Corporate Lets	Report to Panel	Director of Communities and Transformation	26 June 2024 (Annually)	Report to this Panel
8.	IJB Finance and Performance Report 2024 – Audit Scope	Report to this Panel	Chief Financial Officer	4 September 2024 (Annually)	Not yet started
9.	Internal Audit – Progress Report Quarter 1	Report to this Panel	Chief Internal Auditor	4 September 2024 (Annually)	Not yet started
10.	Strategic Risk Management	Report to this Panel	Chief Governance Officer	4 September 2024 (Biannually)	Not yet started

Audit and Governance Panel

No	Issue	Actions	Assigned To	Due Date to Panel	Latest update
11.	External Audit Reports – Progress to 30 June 2024	Report to this Panel	Chief Financial Officer	4 September 2024 (Quarterly)	Not yet started
12.	Internal Audit Annual Update Report – Integration Joint Board (IJB) Performance and Audit Committee (PAC)	Report to Panel	Chief Internal Auditor	4 September 2024 (Annually)	Not yet started
13.	Treasury Management and Investment Strategy Quarter 1 Update Report 2024/25	Report to Panel	Chief Financial Officer	4 September 2024 (Quarterly)	Not yet started
14.	Annual Audit Report 2023/24	Report to this Panel	Chief Financial Officer	September 2024 (Special - date TBC) (Quarterly)	Not yet started
15.	Best Value Action Plan - Progress Report	Report to this Panel	Director of Communities and Transformation	October 2024 (Quarterly)	Not yet started
16.	Accounts Commission Annual Report 2022/23	Report to this Panel	Chief Financial Officer	October 2024 (Annually)	Not yet started
17.	Internal Audit Progress Report Quarter 2 (including Midyear Review)	Report to this Panel	Chief Internal Auditor	November 2024 (Annually)	Not yet started
18.	Audit and Governance Panel – 2024 Annual Self-Assessment Outcome	Report to Panel	Chief Financial Officer/ Chief Governance Officer	December 2024 (Annually)	Not yet started
19.	Corporate Fraud Team - Activity Report and Update on National Fraud Initiative	Report to this Panel	Chief Internal Auditor	December 2024 (Biannually)	Not yet started

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No	Issue	Actions	Assigned To	Due Date to Panel	Latest update
20.	Internal Audit – Progress Report Quarter 3	Report to this Panel	Chief Internal Auditor	February 2025 (Annually)	Not yet started
21.	Annual Audit Plan 2024/25	Report to Panel	Chief Financial Officer	March 2025 (Annually)	Not yet started
22.	Proposed Internal Audit Plan 2025/26 (including Annual Review of Internal Audit Charter)	Report to Panel	Chief Internal Auditor	March 2025 (Annually)	Not yet started
23.	Audit and Governance Panel – 2023/24 Annual Report	Report to this Panel	Chief Financial Officer/ Chief Governance Officer	May 2025 (Annually)	Not yet started