

Audit and Governance Panel

Agenda Item No. 4

Action Log

No	Date of Meeting	Issue	Actions	Assigned/ Re-assigned to	Update	Completed
			NO OUTSTANDING ACTIONS			

Audit and Governance Panel

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) Implementation of Internal Audit Action Plans (iii) Quarterly Assurance and Improvement Programme	Report to Panel	Chief Internal Auditor	Quarterly reports throughout the year (Feb, May, Sept, Nov)	Report to this Panel
2.	External Audit Progress Reports	Report to Panel	Head of Finance, ICT and Procurement	Regular reports throughout the year	
3.	Corporate Fraud Team Activity Report	Report to Panel	Chief Internal Auditor	Six monthly (May and Dec)	
4.	Strategic Risk Report	Report to Panel	Head of Legal and Regulatory Services	Six monthly – next report is due in March 2023	
5.	Best Value Assurance Report - Quarterly Updates on Progress against the Action Plan	Report to Panel	Assistant Director - Strategic Change	Quarterly reports throughout the year	
6.	Museums – Stores Control	Report to Panel	Director of Strategic Change and Communities	Deferred from 7 December 2022	Report to this Panel
7.	Equalities	Report to Panel	Director of Strategic Change and Communities	Deferred from 25 January 2023	Reports to this Panel

Audit and Governance Panel

No	Issue	Actions	Assigned To	Due Date To Panel	Latest update
8.	Proposed Internal Audit Plan 2023/24 (including Annual Review of Internal Audit Charter)	Report to Panel	Chief Internal Auditor	22 March 2023	
9.	External Audit – Annual Audit Plan 2022/23	Report to Panel	Head of Finance, ICT and Procurement	22 March 2023	