

AUDIT AND GOVERNANCE COMMITTEE ACTION TRACKER

Committee date	Subject	Action	Owner	Update as at 23.2.22
25 January 2022	Revisions to Annual Governance Statement (AGS)	<p>Review the report to ensure a consistent approach to the use of dates throughout.</p> <p>Bring an update on progress in implementing AGS action plan to Committee soon after March 2022</p>	<p>Governance & Improvement Adviser</p> <p>Monitoring Officer</p>	<p>Dates revised and Statement submitted to Chief Executive and Leader for signature</p> <p>To be scheduled on work programme.</p>
Committee date	Subject	Action	Owner	Update as at 21.4.22
3 March 2022	Fairfield Halls Report in the Public Interest Action Plan	<p>1. Considered and reviewed the Action Plan attached at Appendix 1B to the report;</p> <p>2. Considered any proposed amendments or feedback that it wishes to make on the action plan as detailed in Minute c); and</p> <p>3. Agreed to submit that feedback in a report to Cabinet at its meeting on 21 March 2022.</p>	Monitoring Officer	Report submitted to Cabinet on 21 March 2022.

Committee date	Subject	Action	Owner	Update as at 23.6.22
21 April 2022	Assurance Mapping – next steps	<p>1. Assurance mapping be used to plan and prioritise the Committee’s work programme for 2022/23 in order that the Committee fulfilled its terms of reference.</p> <p>2. The need for ongoing, comprehensive training and briefings to be factored-in, given the complexities of the Committee’s work and to allow Members the freedom to ask questions in relation to the details of the training being provided.</p> <p>3. That the use of new Members’ induction to outline the functions and responsibilities of the Committee be considered.</p> <p>4. That consideration also be given to tapping into the knowledge and experience of existing Committee members, post 9 May</p>	Head of Democratic Services	Schedule to do after two meetings of the committee have been held

		<p>2022, as part of the Committee's training for new and existing Members, moving forward.</p> <p>5. That more detail be added to some of the points contained within the Code of Governance.</p> <p>6. That "doing the right thing" be added as a work in progress.</p>		
	General Purposes and Audit Committee – Annual Report 2021-2022	The Annual Report be amended as agreed and submitted to Annual Council	Chair and Head of Internal Audit	Report was submitted to Annual Council on 23 May 2022

KEY:

Committee date: date when the action was agreed by the Committee.

Subject: the item title on the Committee's agenda; the subject being considered.

Action: the action recorded in the minutes, including any agreed deadline for completion.

Owner: the Member or officer responsible for implementation of the action, as recorded in the minutes.

Update: progress update as at the deadline for agenda dispatch.