

### 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	June 2024 meeting	Feb 2024: Agreed to provide comparison data in future reporting. Agreed to include alternative routes of escalation (e.g. the Guardians Programme) in next whistleblowing report.  July 2024: Still outstanding
02 March 2023	Committee to receive quarterly MTFS tracker to monitor budget variances.	41/22	Ongoing	Link to future Financial Performance Reports to be included in the Committee Action Log.  July 2024: <a href="https://www.croydon.gov.uk/sites/default/files/2024-04/2023-24-period-10-financial-performance-report.pdf">https://www.croydon.gov.uk/sites/default/files/2024-04/2023-24-period-10-financial-performance-report.pdf</a>
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	Monthly updates are provided direct to CMT of (1) outstanding responses to draft reports and (2) follow ups not yet complete. Once the backlog is cleared a protocol will be considered going forward.
20 July 2023	Future Energy Recharges reporting to include monetary values.	7/22	September 2024 meeting	September 2024: Completed, monetary values included in report.
1 February 2024	AGS 2022/23 Update: The committee requested the future Internal Audit test date to be included in the tracker for those actions marked complete.	48/24	October 2024 onwards	September 2024: As AGS items are reported as completed these will be reviewed by Internal Audit to confirm the veracity of the assertions made.
1 February 2024	AGS 2022/23 Procurement and Contract Management:	48/24	June/July 2024	April 2024: The draft improvement plans for both Procurement and Contract management were issued at the end of March 2024. Once these have been

	The improvement plans would be shared once finalised.			<p>through formal consultation and agreement with CMT, the Mayor, Cllr Cummings and the Improvement Panel, then we will release the documents to scrutiny for information. The above is likely to take 2- 3 months to complete.</p> <p>July 2024: The improvement plan was completed in June 2024 and was approved for implementation. To start staff consultation at the end of June, which is ongoing.</p>
11 April 2024	Anti-Fraud EOY Report: Agreed to provide comparison data on progress, outcomes and performance in the 24/25 end of year report. The Committee requested narrative on VFM and cost benefit analysis regarding anti-fraud activities.	72/24	April 2025 meeting	July 2024: Still on track.
11 April 2024	Risk Management Report: It was suggested the Committee could invite risk champions to a future committee meeting.	73/24	Tbc by Committee	July 2024: Suggested for the September 2024 meeting, by agreement with the Chair.
11 April 2024	Oracle Business Case Update: Teams would provide a demo workshop of some improvements to the Committee in Autumn 2024.	74/24	October 2024 meeting	
18 July 2024	Committee Work Programme: Formalise Annual Meeting with Chair of Scrutiny and ensure COS is invited to meetings with Risk Deep Dive items.	79/24	September 2024	<p>September 2024: Completed.</p> <p>Annual meeting with Scrutiny on Committee work programme for October 2024. To be included in all future committee work programmes annually.</p>

18 July 2024	<p>Governance of Transformation: In future Improvement and Transformation reporting the committee requested the inclusion of;</p> <ul style="list-style-type: none"> <li>- Information regarding the pace and progress of culture change</li> <li>- Dashboard style reporting for ease of interaction/interpretation</li> <li>- Benchmarking data providing a comparison with other local authorities</li> <li>- Baseline reporting to track benefit realisation from council's starting position</li> </ul>	81/24	January 2025	<ul style="list-style-type: none"> <li>• We are using the Investors in People (IIP) framework and its nine indications as the method for measuring the pace and progress of culture change, including using their action planning template to ensure consistency of approach at divisional, directorate and corporate levels.</li> <li>• A report on progress of the Transformation Programme will be presented to cabinet in November 2024 and will be in an accessible format.</li> <li>• Deep dives are available at the committee's request to provide benchmarking on services</li> <li>• A baseline assessment of the Council is being prepared as part of the Target Operating Model work which is currently in progress.</li> </ul>
18 July 2024	<p>Revenue and Capital Monitoring Improvements Update: Officers agreed to include an expected date of completion for recommendations in future reporting.</p>	82/24	January 2025 meeting	
18 July 2024	<p>Committee Draft Annual Report: Committee members agreed to provide contributions to the annual report within two weeks.</p> <p>Officers also requested committee members to contribute to the CIPFA self-assessment circulated in May 2024, this would need to be circulated to newly appointed members of the committee.</p>	84/24	August 2024	<p>Actioned: Following the meeting in July 2024, the annual report and self-assessment were circulated again to members for comment.</p> <p>Annual Report will be brought to September 2024 to be finalised.</p> <p>The completed Committee Self-Assessments will be reviewed and assessed by the committee in due course.</p>

18 July 2024	Part A Corporate Risk Register: The Committee requested an overview report explaining the journey of improvement for the Council's risk management framework to be brought to a future committee meeting.	85/24	19 September	The road map of enhancements to the risk management framework are included in the risk register report to the 19 September meeting of Audit & Governance Committee.
18 July 2024	Part A Corporate Risk Register: The Committee requested <ul style="list-style-type: none"> <li>- A target risk rating to be incorporated into the risk register reporting</li> <li>- Narrative justifying the future risk rating to be included in risk register reporting</li> <li>- The risk scoring guide to be included in future for reference</li> <li>- Suggested risk scoring training for new members and/or refresher</li> </ul>	85/24	19 September onwards	The risk scoring guide will be included for reference as a matter of course for all risk register reports to the committee going forward including the 19 Sept meeting.  Will offer risk scoring training for new members and/or a refresher date to be confirmed with the Chair and Dem Service.  3-Tier Risk Assessments are planned to be rolled out by the end of the calendar year and will be presented to A&G 30 Jan 2025. Risk Appetite statements with further development around target risk planned for summer of 2025.  Narrative justifying the future risk rating to be included in risk register reporting. This is considered to be better developed and up to date future control measures which support the future risk rating. Challenge sessions have been delivered Q2 to Corporate Directors and their management teams regarding their future risk ratings and whether the future controls justify them.