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 February 2023	Previously shared dashboard style reporting illustrating the movement of risks to be brought to Committee.	34/22	June 2024 meeting	July 2024: This is the risk summary report being presented to the 18 July Committee.
02 March 2023	Prioritisation of recommendations to be included in future opening the books reporting and action tracker.	40/22	June 2024 meeting	Prioritisation to be undertaken and included in the next Revenue & Capital Monitoring Improvements report. July 2024: Action complete, included in the report.
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: https://www.croydon.gov.uk/sites/default/files/2024-04/2023-24-period-10-financial-performance-report.pdf
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	Amending audit protocol to include escalation to KK for lack of responses to reports and to later be expanded to include follow ups. Once in place further escalations are being considered.

				July 2024: Ongoing
20 April 2023	Risk Management Reporting to include risk movement and time spent as red. Ensure future control dates are not in the past.	53/22	June 2024 meeting	This is the risk summary report being presented to the 18 July Committee for the first time. July 2024: Future control dates not in the past. This is much improved, and details of all risks and all controls are being presented to the 18 July Committee for the first time.
20 July 2023	Future Energy Recharges reporting to include monetary values.	7/22	September 2024 meeting	
19 October 2023	Anti-Fraud Update: The Committee requested updates on Anti-Fraud engagement with Registered Social Landlords.	30/22	April 2024 meeting	July 2024: On the 27/06/2024, CFSS delivered a fraud awareness training session to Croydon Churches Housing Association, which was tailored to the RSL sector and touched on policy considerations to prevent and detect fraud, as well as what options they had for carrying out basic investigations into tenure breaches and when these would be considered possible fraud and then what information we need and expect to receive as the Local Authority for a good quality referral, and how to refer matters to us and/or get pre-referral advice. They were very positive about having received the session. Another session of this nature is booked in with Hexagon Housing association, on the 7th of August 2024, with CFSS.
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	September 2024 meeting	

1 February 2024	AGS 2022/23 Procurement and Contract Management: The improvement plans would be shared once finalised.	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 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. 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.
11 April 2024	Committee Annual Report 2023/24 to include self-assessment of effectiveness. This would require input from the Committee. Development work throughout the year including the risk work with wider members and the committee's assurance mapping workshop would be captured. The Independent Chair and Head of Internal Audit agreed to discuss next steps regarding the Committee Annual Report during their one-to-one meeting.	70/24	May 2024 (due at June 2024 meeting – now July 2024)	July 2024: Draft Committee Annual Report on July meeting agenda.
11 April 2024	External Auditor Report 22/23 Recommendations: Committee self-assessment using CIPFA checklist to be circulated to all committee members for review.	71/24	May 2024	July 2024: this was circulated to Members in May, awaiting responses from several Members.
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	72/24	April 2025 meeting	July 2024: Still on track.

	narrative on VFM and cost benefit analysis regarding anti-fraud activities.			
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	