RAG Rating/Status

At risk	Red - Action date passed or revised date needed
On track	Yellow - Action on target to be completed by agreed/revised date
Complete	Green- Action complete
No longer needed	Blue - Action to be removed and/or replaced by new action

AUDIT AND CORPORATE GOVERNANCE COMMITTEE

Meeting Item Reference	Action Reference	Lead	Meeting Item Title	Details of action	Update on progress	Original target date	Revised target date	RAG rating/Status
				OPEN ACTIONS FOR REVIEW				
ACGC 7.2/2024.01.29	ACGC 2024/7	SS	Information Governance Performance Report	The Committee asked SS to provide an update on the Record Management control mechanisms, including how value was demonstrated and how the control mechanism provided assurance that the system was effective.	**19 March Update:** This is in progress and will be included in the Q4 IG Assurance Report to ACGC in May	09 May 2024		**In Progress**
				OPEN ACTIONS - IN PROGRESS BUT NOT YET DUE				
				ACTIONS RECOMMENDED TO BE CLOSED AT (19.03.24) MEETING				
ACGC 3.3/2024.01.29	ACGC 2024/3	AB	External Audit	The Committee asked for clarification regarding the classification of some actions in the Audit Annual Report. Some actions were marked as complete by the Organisation and the report noted they were in progress. AB suggested this was due to the time when the field work had been undertaken and agreed to note the differences and mark the report accordingly.	**19 March Update:** AB noted the difference in opinion with respect to 2022 Recommendation 7, which arose due to the timing of the audit work. This recommendation will be considered in more detail as part of the 2024 Structured Assessment work, and marked complete once audit work has been undertaken to confirm the position. Request action is closed.	19 March 2024		**Complete - Request Closure**
ACGC 3.2/2024.01.29	ACGC 2024/2	PD/AC	Internal Audit	A review of the Finance - use of Procurement Cards report would be undertaken and circulated as necessary	**19 March Update:** PD has since met with the chair and talked through what the minor inaccuracies were – the Chair was content that there was nothing of a 'material nature' that needed to be drawn out to the Committee. Request action is closed.	19 March 2024		**Complete - Request Closure**
ACGC 6.3/2023. 09.19	ACGC 2023/15	SS/AW	Data Breaches Update	In relation to contract Management, the Committee asked for clarification in the report concerning the procurement responsibilities for ensuring the appropriate processes were in place and adhered to.	**19 March Update:** An e-mail detailing this action was circulated on 11 March 2024. Propose this action is closed. **29 January 2024 Update:** A verbal update was given at the meeting and SS agreed to circulate an update via e-mail before the next e-mail.	29 January 2024	19 March 2024	Complete - Request Closure
ACGC 5/2023. 09.19	ACGC 2024/5	DJ	Cyber Security	DJ requested an item on the March agenda to present a report about the Cyber Security Assessment Framework.	**19 March Update:** Item included on the agenda for the March meeting of the Committee	19 March 2024		Complete - Request Closure
ACGC 3.2/2024.01.29	ACGC 2024/1	PV/MM	Internal Audit	The Committee asked that the action concerning mandating Business Continuity Planning Training be referred to the People and Organisational Development Committee for action.	**19 March Update:** This has been referred to the People and Organisational Development Committee and will be included in the Work Plan for 2024/2025. Request Action is closed.	19 March 2024		Completed Request Closure
ACGC 6/2024.01.29	ACGC 2024/6	PV/MM/NL	Counter Fraud Progress Report	The Committee noted that in a previous Committee meeting they had discussed the potential benefits of mandating Counter Fraud training. The Committee referred the discussion regarding mandating Counter Fraud training to the People and Organisational Development Committee.	**19 March Update:** This has been referred to the People and Organisational Development Committee and will be included in the Work Plan for 2024/2025. Request Action is closed.	19 March 2024		Completed Request Closure
ACGC 4.1/2024.01.29	ACGC 2024/4	AW/JM	Procurement Report	The Committee asked for a revised Procurement Report to be submitted to the March meeting of the Committee following concerns raised by AW and JM at the January meeting.	**19 March Update:** This Report was submitted to the Committe Meeting on 19 March. Request Action is closed.	19 March 2024		Complete - Request Closure