

## Action Log – Audit and Corporate Services Review Committee

ID	Meeting Date	Minute Ref	Action Required	By whom	Timescale	Progress
856	01/03/2023	6	Arrange workshop re Risk Appetite and Risk Register	TJ/RG/CL	Sept 2023	Complete. Workshop held 20/09/23
860	01/03/2023	6	Workshop on Flooding/TAN 15 and Climate Adaptation Plan for Pembrokeshire	SM/TJ/CL	due Feb 2024	Complete. Further training will be arranged as necessary.
879	17/05/2023	6	Action log for outstanding Audit Actions once final TIAA report received	RG/TJ	Nov Committee meeting	Complete.
883	17/05/2023	8	A report to a future meeting of Operational Review Committee regarding Volunteering	LT	Sept 23	Complete. Presented to Committee 27/09/23
896	12/07/2023	8	IT Officer to attend future meeting to present an Office 365 update	JM	Feb 2024	IT have noted this request.
897	12/07/2023	10	HAVS Report (Update) to be presented to NPA	JP	Nov 2023	Complete. Item presented to Audit Committee
899	12/07/2023	12	Staff Sickness - add percentage to report. Staff Sickness Reviews presented to HR Committee, also to be presented to this committee.	JA	Next Meeting	Complete. Dashboard included with Health and Safety Report
900	12/07/2023	13	CEO's comments to be added to mitigation section against risk 5 in relation to long term impact of climate change. Comments - Shoreline Management Plan and Assessment of Coast Path.	TJ/RG		Complete. Comments added