

## Action Log – Audit and Corporate Services Review Committee

ID	Meeting Date	Minute Ref	Action Required	By whom	Timescale	Progress
896	12/07/2023	8	IT Officer to attend future meeting to present an Office 365 update	JM	February 2024	Presentation to Committee 28/02/24
931	08/11/2023	7	Risk Management Policy to be revised following Internal Audit report and presented to NPA	CE/TJ	March 2024	Draft Policy on the agenda for this meeting
932	08/11/2023	7	Revised Risk Register to be created once Risk Management Policy agreed	CE/TJ	May 2024	
933	08/11/2023	8	Risk Register Action 14 to be reviewed re Impact of Pay and Grading Review also wording of Risk 10 re Ash Dieback	TJ	Next Meeting	Complete
934	08/11/2023	9	Action log for audits to be revised to highlight actions of highest risk and to provide greater context	MT	Next meeting	Revised report before the Committee
935	08/11/2023	14	HAVS update report to cover the winter period to be presented to May Committee	MW	May 2024	