

Action Log – Audit and Corporate Services Review Committee

ID	Meeting Date	Minute Ref	Action Required	By whom	Timescale	Progress
1031	13/11/2024	14	Consideration to be given to identification of future issues/horizon scanning with regard to Risk	TJ	01/09/26	Focus has been on updating risk documentation and this will be included on future documents
1064	19/02/2025	11	Grouping of incidents included in Incident report and provide learning, particularly on RIDDOR incidents	JA	30/7/26	This will be achieved in the timescale with the introduction of a new incident report format
1074	19/03/2025	6	To identify 'fragile services' for further discussion.	JA	30/07/26	Transferred from People Services Review Committee. This will be included in the planned work around a staffing plan and establishment
1103	25/02/2026	7	Share Audit Wales report on financial sustainability of principal councils with the Committee	Charles Rigby	13/05/26	Complete – email sent 17/04/26
1104	25/02/2026	7	Share good practice on communication around financial reporting	Charles Rigby	13/05/26	Complete – email sent 17/04/26
1105	25/02/2026	11	Lack of engagement with planning training for Community Councils - discuss approach with SM and KA	MT	13/05/26	Complete - email sent to Member who raised the query on 3/3/26. Officers do visit individual CCs where necessary, however annual training is arranged as Community Council meetings are usually held in the evenings which can be difficult for staff to attend; it can also be challenging to

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						<p>meet multiple requests for training. Where appropriate and feasible Officers will look to record online presentations from training sessions to enable those unable to attend to view at a later date. Officers are also happy to provide a copy of the training slides from this Autumn's online training session on request.</p>