

# Action Log



No	Subject	Date	Action	Action Owner	Expected completion date	Comments
1	<b>Building Maintenance</b>	04/05/2021	A report is to be presented to BTSG arranged for 18/08/2022.	Executive Director Place	18 August 2022	Complete
2	<b>Training for Audit Committee members.</b>	25/06/2022	Comprehensive training to be provided for new and continuing members of the Audit Committee.	Legal and Governance Manager / Monitoring Officer and Continuous Improvement Manager	Ongoing	Initial Induction sessions completed. Continuing Professional Development ongoing.
3	<b>Internal Audit Annual Assurance Report 2021/22</b>	25/06/2022	Session to be set up with Chief Procurement Officer and audit committee members.	Legal and Governance Manager	Date to be confirmed post summer recess	All members Procurement Briefing session scheduled on 21 September, 2022.
4	<b>Future of Audit Committee and Independent Chair and independent Non – Voting member</b>	25/06/2022	Elected Members to take time to consider the future of the audit committee, be that a standalone committee or combined with another committee. The recruitment of an independent chair and independent non-voting member is part of these considerations.	Executive Director: Place	Ongoing	Report on agenda and also referred to Council

