

## GOVERNANCE, RISK & AUDIT COMMITTEE 03 June 2025 – OUTCOMES & ACTIONS LIST

MINUTE NO.	AGENDA ITEM AND ACTION	ACTION	DEADLINE/UPDATE
7	<b>GOVERNANCE, RISK AND AUDIT COMMITTEE UPDATE AND ACTION LIST</b>		
	<p><b>Actions flagged as still outstanding:</b></p> <ol style="list-style-type: none"> <li><i>To provide a written update on progress of the recommendation contained within the Private Sector Housing Audit. Officers were asked to identify who was responsible for this action and the update to be provided.</i></li> <li><i>HIA to provide a brief progress update each month to ensure the Audit action plan remained on track for completion.</i></li> <li><i>The Performance Manager to discuss with the responsible Officer the lack of property assessments and the Committee to be updated on appropriate Property assessments</i></li> </ol> <p><b>New Action:</b> Action list to be circulated to CLT following the meeting</p>	<p><b>DSD</b></p> <p><b>HIA</b></p> <p><b>DSM</b></p>	<p><i>Completed – update provided at meeting</i></p> <p>Ongoing commitment</p>
9	<b>INTERNAL AUDIT PROGRESS &amp; FOLLOW UP REPORT</b>		
	<p>To provide an update on the oldest 2 outstanding recommendations.</p> <p>To obtain and share an update on NN2202 relating to the provision of car parking services provide by Kings Lynn &amp; West Norfolk Borough Council (KLWNBC).</p>	<p><b>DSD</b></p> <p><b>DSD</b></p>	<p>Before September meeting</p> <p>Before September meeting</p>

	<p>Update on land charges audit NN2412 (as nearing deadline for completion)</p> <p>Clarification on the amount of money involved in the recommendation regarding the correct accounting of all Licence fee income and land charges reconciliation (Pages 73 and 74). The HIA agreed to provide this information to the Committee</p>	<p><b>DSD</b></p> <p><b>HIA</b></p>	<p>Before September meeting</p> <p>Email circulated 12.06.25</p>
<b>12</b>	<b>TREASURY OUTTURN REPORT 2024/2025</b>		
	<p>Future reports to contain more information to allow the committee to identify and add greater value to the discussion including:</p> <ul style="list-style-type: none"> <li>- <i>additional text in executive summary explaining why there is a change in trends</i></li> <li>- <i>additional context to help members understand key points</i></li> </ul>	<b>ADFA</b>	June 2026
<b>13</b>	<b>CORPORATE RISK REGISTER</b>		
	<p>To circulate Corporate Risk Register after the meeting</p> <p>To review the register at the September meeting</p>	<p><b>DSD</b></p> <p><b>DSM</b></p>	Email sent 23.06.25
<b>15</b>	<b>GOVERNANCE, RISK &amp; AUDIT COMMITTEE WORK PROGRAMME</b>		
	Self- assessment – to confirm when this will take place	<b>HIA</b>	Still outstanding – confirm before next meeting