Action Log – Audit and Corporate Services Review Committee

ID	Meeting Date	Minute Ref	Action Required	By whom	Timescale	Progress
988	15/05/2024		Provide examples of Value for money Strategies and advice on percentage increase in spend limits	Astari	Next meeting	Completed – circulated 14/10/24
995	15/05/2024		Ensure cash risk / safety of staff captured on sub-risk register	TJ	Next meeting	Update on Sub-risk registers to a future meeting
1007	31/07/2024		Coast Path Management Strategy - circulate existing Strategy to Members and provide an update on progress with review/refresh to next meeting	JRP	Next Meeting	The original strategy (in need of updating) was circulated to all NPA Members for information (see e-mail dated 20/08/24). The refreshed internal strategy (i.e. not a public facing document) will be circulated to Members of the Audit Committee via e-mail as soon as the updated draft is available.
1008	31/07/2024		Organise workshop session for Members on ways of working	CL	Next meeting	Completed – Workshop pencilled in for 7 May 2025
1009	31/07/2024		Reminder to Members to sign the ICT User Policy and provide update on numbers completed	CL	Next meeting	Reminders sent 02/09/24 and 18/10/24. To date 12 Members have advised that they have read and agreed to it.
1010	31/07/2024		Internal Audit Action Log - review format and dates and ensure that focus remains on completion of the original action identified by the Auditors.	MT	Next Meeting	Completed, revised report presented to the Committee
1011	31/07/2024		Provide further information regarding the performance report action to Develop or review key interpretive aims for each centre in line with PCNPA Regenerative Tourism principles	MT	Next meeting	Completed. Email sent 27/8/24