

## Audit, Standards & Risk Committee

### Action Log from 17<sup>th</sup> July 2024



### Open Actions

Meeting Date	Min No	Action	Action Owner	Update	Status
17/07/24	274	<p><b>Updated Treasury Management Strategy</b></p> <p>The Interim Chief Accountant to organise a further treasury management training session including substitute members.</p>	Simon Tompkins	SYMCA's treasury advisors – Link – have confirmed that they are able to provide another training session. Dates to be confirmed for early 2025.	Ongoing
17/07/24	277	<p><b>Risk Monitoring Report</b></p> <p>The Executive Director of Resources and Investment to bring independent Net Zero report to the next meeting.</p>	Gareth Sutton	Implications of the report are being considered and resources aligned. Item has been scheduled for November meeting.	Ongoing
20/03/24	249(l)	<p><b>ASRC Draft Annual Report (inc Committee Effectiveness Assessment Outcome)</b></p> <p>The Assistant Director of Strategic Finance to contact the insurance brokers to investigate the possibility of providing a risk management training session for Members.</p>	Mike Thomas	See 280. The AD of Strategic Finance has recently received confirmation that from the insurance brokers that they have allocated a risk consultant to contact the MCA with a view to discussing options for a training session. At the time of writing (9 September 2024), the AD of Strategic Finance was still awaiting contact from the risk consultant.	Ongoing
20/03/24	232	<p><b>External Audit Update</b></p> <p>The EY External Auditor to share the wording of the disclaimer with officers before it was issued.</p>	Hassan Rohimun		Ongoing

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20/09/23	186	<p><b>2021-22 Accounts &amp; ISA260</b></p> <p>The Executive Director of Resources &amp; Investment to circulate consultation documentation on any proposed solutions to the external audit backlog to the Committee once received.</p>	Gareth Sutton	Latest information shared with Members by email as part of the 'mid-cycle update' on 4 <sup>th</sup> September 2024.	Ongoing

### Recently Completed Actions

Meeting Date	Min No	Action	Action Owner	Update	Status
20/03/24	240(ii)	<p><b>Internal Audit Reports</b></p> <p>An item on the outcomes on the AEB programme performance to be brought to a future meeting of the Committee.</p>	Fliss Miller	See agenda item 12 at the 24 <sup>th</sup> September Committee meeting.	Complete
17/07/24		The Director of Public Transport Operations and the Assistant Director Digital & Technology Services to expand on what the current CRM system is being replaced by.	Tim Taylor and Nick Brailsford	See agenda item 17 at the 24 <sup>th</sup> September Committee meeting.	Complete
17/07/24	262	<p><b>Health and Safety Update (reporting period 01/01/2024 - 31/03/2024)</b></p> <p>The Quality, Health, Safety and Environment Officer to provide an update on training once a new provider has been identified.</p>	Sean Rodgers	Procurement in progress, three providers have been approached. Update to be provided in full at the next ASRC meeting.	Complete

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17/07/24	262	<p><b>Health and Safety Update (reporting period 01/01/2024 - 31/03/2024)</b></p> <p>Officers to bring a report regarding the progress made on tram safety since SYFTL's new management.</p>	Tim Taylor	See agenda item 9. The Tram Team will be providing quarterly input into the health and safety reporting process provided by the SYMCA QHSE Officer. As required, members of the Tram Team are happy to attend ASRC Meetings to answer any specific questions raised by members on tram-related health and safety.	Complete
17/07/24	264	<p><b>Update on the External Audit of 2022/23 Accounts</b></p> <p>External Auditor to inform Committee when guidance is released and update Committee with an estimated completion date.</p>	Hassan Rohimum	Communication from audit partner on local government audit re-set circulated to members as part of mid-cycle update.	Complete
17/07/24	268	<p><b>Internal Audit Reports</b></p> <p>The Head of Governance and Executive Director of Resources and Investment to discuss the lessons learned best practice guide draft.</p>	Claire James and Gareth Sutton	Lessons Learned guide is now feeding into a wider piece of work on proportionate project management.	Complete
17/07/24	272	<p><b>Tram Transfer - Final Update</b></p> <p>The Director of Transport Development and Capital Delivery to report back to Committee on fare evasion figures.</p>	Pat Beijer	To be picked up in matters arising at the 24 <sup>th</sup> September Committee meeting.	Complete
17/07/24	274	<p><b>Updated Treasury Management Strategy</b></p> <p>The Interim Chief Accountant to check how MRP figures are handled and report back to the Committee.</p>	Simon Tompkins	See agenda item 13 at the 24 <sup>th</sup> September Committee meeting.	Complete

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17/07/24	274	<p><b>Updated Treasury Management Strategy</b></p> <p>The Interim Chief Accountant to circulate the treasury management practices document with the Committee.</p>	Simon Tompkins	Circulated as part of mid-cycle update.	Complete
17/07/24	280	<p><b>Work Plan for 2024/25</b></p> <p>The Assistant Director of Strategic Finance to bring an update back to the Committee regarding progress on risk management training.</p>	Mike Thomas	Update to be provided at the 24 <sup>th</sup> September Committee meeting.	Complete
17/07/24	276	<p><b>Transport Risk Working Group Update</b></p> <p>The Head of Governance to write to elected members for their written endorsement of the TWRG update.</p>	Claire James		Complete
17/07/24	276	<p><b>Transport Risk Working Group Update</b></p> <p>The Independent Member to consult with the Director of Public Transport Operations for further details on the repercussions of roadworks delays on the A61.</p>	Pat Beijer and Jeremy Hall	Jeremy Hall, SYMCA's project lead on the scheme, set out the specifics in a briefing note. Paul S has picked up for the next Transport Risk working group and will update ASRC during the next meeting. The briefing note will then be circulated privately for ASRC members.	Complete
17/07/24	274	<p><b>Updated Treasury Management Strategy</b></p> <p>The Head of Governance to write to elected members for their written endorsement of the treasury management strategy.</p>	Claire James		Complete