

Agreed Action	Person Responsible	Target Date	Outcome / Progress
Briefing papers occasionally for Programme Centre : <ul style="list-style-type: none"> <li>• Risk Management</li> <li>• Key projects and support areas</li> </ul>	-	-	Keep on work plan as reminder.
IMT Audits Update	Judith Hetherington-Smith	November 2013	
Schools update	Julie Castledine	January 2014	
Assurance Flooding responsibilities: <ul style="list-style-type: none"> <li>• Working with partner organisation</li> <li>• Feedback from the Flooding 2012 investigations</li> </ul>	David Powell		Cleared.

Completed Actions			
Assurance Sutton Bridge continuity arrangements (Appendix C)	Derek McKim		September 2013
External & Internal Audit Protocol developed that clarifies expectations and makes the best use of the combined Audit resource	Lucy Pledge		September 2013

	<b>0930 Pre Meeting 11<sup>th</sup> November 2013</b>	<b>0930 Pre Meeting 27<sup>th</sup> January 2014</b>	<b>0930 Pre Meeting 31st March 2014</b>	<b>0930 Pre Meeting 23<sup>rd</sup> June 2014</b>	<b>0930 Pre Meeting 21<sup>st</sup> July 2014</b>
1.	IMT Update	Internal Audit Progress Report	Risk Management Update	Internal Audit Annual Report	Internal Audit Progress Review
2.	Half yearly Programme on Risk Management	External Audit Progress Report	Counter Fraud Update	Schools Financial Control Environment	External Audit Progress Review
3.	Internal Audit Progress Report	Regulation of Investigatory Powers Act (RIPA)	Internal Audit Plan 2014/15	Counter Fraud Annual Report	
4.	Analysis of outstanding high recommendations	Combined Assurance – Outcome Reports	Counter Fraud Annual Plan 2014/15	Review of system of Internal Audit	
5.	Financial Procedures • Audit & Inspection including draft Internal Audit Charter	Counter Fraud Progress Report		Review of Governance Framework & Annual Governance Statement 2014	
6.	Annual Audit Letter	School Control Environment			
7.	Private meeting with External Audit	Local Code of Governance • Annual Governance Statement 2013 Update			
8.		Financial Procedures • Risk Management			
9.		Money Laundering Report			
		PM/Self-Assessment workshop?			