



Audit and Governance Committee: Action Log 2017-18

Record of progress on resolutions and action points

Date	Minute number and subject	Resolution / Action Point	Update(s)	Officer(s)	Status
28 Sep 2016	22 - Internal Audit Progress Report	Request that future reports included a summary table showing the progress of audits and agreed actions.	Veritau have now implemented the changes.	KI / Veritau	Complete
27 Sep 2017	20 - Internal Audit and Counter Fraud Progress Report	To ask the Chief Finance Officer and officers from Veritau to look into printing details of how to report fraud on Council envelopes.	The counter fraud message was printed on all Council Tax bills instead of envelopes, due to the printing size available on the envelope.	KI / Veritau	Complete
27 Sep 2017	20 - Internal Audit and Counter Fraud Progress Report	To ask the Chief Finance Officer to consider how births and deaths information could be shared with officers to prevent the fraudulent continuation of Council tenancies following the death of a tenant.	The Chief Finance Officer has followed up with the Registrar service, and identified possible data protection issues with sharing information. It is now being considered how officers can better share information which is already public.	KI	In progress
27 Sep 2017	23 - Local Government Ombudsman Annual Review Letter 2016/17	To ask the Solicitor to the Council to circulate further information on Stage 1 complaints to the Committee.	The Solicitor to the Council circulated further information on Stage 1 complaints to the Committee.	GM	Complete
17 Jan 2018	32 - Information Governance Annual Report	To ask the Solicitor to the Council to present the information in a table in the 2018 Information Governance Annual Report	The Solicitor to the Council will look at incorporating the changes in the 2018 Information Governance Annual Report.	GM	In progress

17 Jan 2018	36 - Internal Audit and Counter Fraud Progress Report	To ask the Counter Fraud Manager, Veritau to gather information on the number of tickets issued to Blue Badge holders in the Selby District.	Harrogate Borough Council (HBC) do not hold data on how many Penalty Charge Notices (PCNs) are issued where a blue badge has been displayed. They do hold data on the number of PCNs issued by HBC Enforcement Officers to vehicles parking in disabled bays - 4 PCNs in 2016/17 and 8 PCNs in 2017/18 (as of 18 January 2018).	Veritau	Complete
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Officers:

KI - Karen Iveson, Chief Finance Officer

GM - Gillian Marshall, Solicitor to the Council

JR - June Rothwell, Head of Operational Services

SR - Stuart Robinson, Head of Business Improvement and Development

DSO - Democratic Services Officer

Last updated: 13-Mar-18