



IJB AUDIT & RISK COMMITTEE ~ AUDIT TRACKER

Meeting Date and Minute Reference	Action Required	Responsible Officer	Committee	Timescale	Progress/Update/Outcome	Status	Open/Closed
4 September 2024 7.3	Annual Self-Assessment of Audit & Risk – Self-Assessments issued to members of the A&R Committee. Feedback at the November Committee meeting was that Board members did not understand the document that they needed to complete. Agreed to hold an in-depth induction for any members of the Audit Committee to attend and arrange a separate one-hour session to review the questions and answers of the Self-Assessment	Corporate Business Manager Interim Chief Officer	IJB A&R Committee	November 2024 Nov 26	10.02.26 – UPDATE – The Interim Chief Officer advised that as part of scheduling the workplan, the Committee will undertake a self-assessment later in the year, linked to Members’ training and appraisal. Schedule for September to November 2026 and undertaken by the appointed Chief Officer, IJB.	Discussed at the IJB A&RC 05.11.25 Presentation at the IJB A&RC 10.02.26 Presentation at the IJB A&RC Nov ‘26	Discussion between Interim Chief Officer and Internal Audit Open

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CLOSED SESSIONS ACTION CLOSED ON 10.02.26							
12 January 2022	Risk Register – Report on proposal to dissolve the Clinical & Care Governance Committee	Chief Officer	IJB A&R Committee	March 2025	Update: with removal of the C&CGC, this would be noted in the revised Integration Scheme and presentation of Annual Reports. Revised Integration Scheme to be presented to Board in September 2025.	Due for March '26	Discussion with the Interim Chief Officer required.
11 June 2024 5.1.1	Internal Audit – All audit recommendations to be transferred onto NHSWI audit recommendation tracker template	Chief Officer	IJB A&R Committee	September 2025	Update to be provided at meeting of committee – Chief Officer	Due for consideration February 2026	Scheduled for presentation following discussion between Internal Audit & Interim Chief Officer
11 June 2024 5.1.1	Internal Audit – Conclude all outstanding audit recommendations by September 2024	Chief Officer	IJB A&R Committee	September 2024	Conclude all outstanding audit recommendations by September 2024.	Due for consideration February 2026	Scheduled for presentation following discussion between Internal Audit & Interim Chief Officer



05.11.26 Item 5.1.1	Annual Accounts – approved in principle by the Committee and present to the IJB in November for approval and sign-off		IJB	November 2025		Complete / Close	On the agenda for November
05.11.25 Item 5.1.1	Demographic Report – present the updated demographic report to the IJB	Debbie Bozkurt	IJB	Future IJB – No date specified		A date is to be confirmed	
05.11.25 Item 5.2.4	Internal Audit Plan – Further consideration as to the required audits for 25/26	Annetta Smith / Incoming Chief Officer / Stephanie Hume	IJB A&RC	February 2026	Colleagues have met to review proposed areas of internal audit to be undertaken and completed before the end of March 2026. Update to be provided at the Feb'26 meeting	On the Feb'26 agenda	Close
05.11.25 Item 6.1	Strategic Risk Register – review of the register to be undertaken by the incoming Chief Officer	Incoming Chief Officer	IJB A&RC	February 2026	Emma MacSween, appointed as Interim Chief Officer will present a report to the Committee Feb '26	On the Feb'26 agenda	Close
05.11.26 Item 7.3.2	Azets presentation on Roles & Responsibilities – raise awareness with IJB A&RC member on their responsibilities	Stephanie Hume	IJB A&RC	February 2026	Powerpoint presentation is scheduled for February 2026	On the Feb '26 agenda	Close