

# Hargrave Internal Audit Action Plan 2023/24

Action Point	Action Taken	Date	Sign
<ul style="list-style-type: none"> <li>since the signing of the AGAR, council has changed its website address to www.hargraveuffolk-pc.gov.uk. Council is advised to ensure that all relevant bodies are made aware of this change, within a timely manner, thereby ensuring that there is transparency in the annual audit process.</li> </ul>			
<ul style="list-style-type: none"> <li>council should ensure that all of the documentation for the year ending 31st March 2024 is uploaded onto the website within the timescales set by legislation.</li> </ul>			
<ul style="list-style-type: none"> <li>council might wish to liaise with West Suffolk Council to ensure that the register of interests for all serving councillors is uploaded to the website with the removal of non councillors details in a timely manner.</li> </ul>			
<ul style="list-style-type: none"> <li>Publication of a Website Accessibility Statement. Council has still to address this point</li> </ul>			
<ul style="list-style-type: none"> <li>as council has changed its website address within the period of the exercise of public rights for the year ending 31st March 2024, consideration will need to be given</li> </ul>			

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<p>to the council's response to Assertion 4 for the year ending 31st March 2025</p>			
<ul style="list-style-type: none"> <li>• There is no indication as to the impact that this would have on a Band D Dwelling.</li> </ul>			
<ul style="list-style-type: none"> <li>• Review the updates in the standing orders.</li> </ul>			
<ul style="list-style-type: none"> <li>• Council should seek to provide evidence that it is able to demonstrate that it has reviewed the risks facing the Council in transacting its business and has taken out appropriate insurance to manage and reduce the risks relating to property, cash and legal liability (amongst other things). A minute reference would provide evidence that council has reviewed the levels of insurance for land, public and employees liability against quotations received and the cover being proposed and agreed to renew with the current insurers.</li> </ul>			
<ul style="list-style-type: none"> <li>• Review the new Financial model from SALC</li> </ul>			