

	COMPLETED ACTIONS WILL BE MOVED TO THE 'REPORTED COMPLETE' TAB ONCE THEY HAVE BEEN NOTIFIED AT AUDIT AND GOVERNANCE							
Action Number	Meeting Date	Agenda Item	Action	Owner	Directorate	Progress Update	Due date	Reported complete
16	28 January 2020	10	Direction of travel arrows on the annual governance statement (AGS)	Chief finance officer	Corporate Support Centre	To be included as part of the AGS report in November 2020	19 September 2020	
17	28 January 2020	10	As part of next year's AGS report, a review of previous three years be included	Chief finance officer	Corporate Support Centre	To be reported on as part of the AGS report in November 2020	19 September 2020	
19	28 January 2020	10	Insert into contracts the ability to audit them, specifically contracts on a framework which had specific costs plus margins.	Chief finance officer	Corporate Support Centre	To be reported on as part of the AGS report in November 2020	19 September 2020	
59	25 September 2020	9	Officers consider and bring back to the committee a process of advising the audit and governance committee of a change from an audit opinion report to an advisory audit.	SWAP/S151	Corporate Support Centre		14 November 2020	
60	25 September 2020	9	Officers to include details of similar recommendations from previous internal audit recommendations in the summary provided by South West Audit Partnership	SWAP/S151	Corporate Support Centre	To form part of internal audit progress reports.	09 October 2020	Yes
61	25 September 2020	9	Officers to let the clerk to the committee know when the SLA with SWAP is to be reviewed so that an item can be included in the work programme for the relevant municipal year.	S151	Corporate Support Centre		09 October 2020	
63	25 September 2020	10	Chair and the monitoring officer to consider asking General Scrutiny Committee to scrutinise the council's preparedness for Brexit and to raise the matter with the chief executive.	SWAP	Corporate Support Centre	Reported at A&G on 14/10/2020	09 October 2020	Yes
67	14 October 2020	20	Details of when internal audits will be started to be detailed in the progress reports provided to committee. The details will also include, if necessary, reasons for any slippage and the estimated date of completion.	SWAP	Corporate Support Centre	To be included as part of internal audit progress report.	14 November 2020	
68	14 October 2020	20	The chief finance officer to discuss with SWAP acquiring additional SWAP days to undertaken internal audit.	SWAP	Corporate Support Centre	The committee will be updated at the meeting on 14 November 2020.	14 November 2020	
69	14 October 2020	20	SWAP to discuss with officers and chief finance officer about including the quality of management of the council owned buildings in the commercial property audit detailed on page 34 of the agenda pack	SWAP/S151	Corporate Support Centre			
70	14 October 2020	20	Details of the impact of the Covid-19 risks on the services areas to be included within the next corporate risk register report to the committee.	Head of corporate performance	Corporate Support Centre		30 November 2020	
71	14 October 2020	21	The most recent assurance letter and Filcher letter in connection with the Energy from Waste Loan be circulated to the committee.	S151 Officer	Corporate Support Centre			
72	14 October 2020	21	The risk ratio and explanation of risks to be included in the annual energy from waste loan update reports.	S151 Officer	Corporate Support Centre	To be included in annual report in September 2021.	30 November 2021	

Action Number	Meeting Date	Agenda Item	Action	Owner	Directorate	Progress Update	Due date	Reported complete
73	14 October 2020	22	Following recommendations from the working group the whistleblowing policy as attached at appendix 1 be approved.	Monitoring officer	Corporate Support Centre	Constitution updated	N/A	Yes
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