

COMPLETED ACTIONS WILL BE MOVED TO THE 'REPORTED COMPLETE' TAB ONCE THEY HAVE BEEN NOTIFIED AT AUDIT AND GOVERNANCE COMMITTEE MEETING				RED TEXT INDICATES UPDATES MADE SINCE THE LAST MEETING BLUE TEXT INDICATES NEW ACTIONS ADDED FOLLOWING THE LAST MEETING			
Action Number	Meeting Date	Action	Owner	Directorate	Progress Update	Due date	Reported complete
101	28 June 2021	That training be arranged for councillors in relation to Section 106, including the facility to access publicly available information and the processes involved.	Assistant director for regulatory environment and waste	Economy and place	Training on s.106 will be provided to members in accordance with the dates reserved for member training. This will include training on how to access the information held by the council.	31 December 2021	
102	28 June 2021	Information on the position with Section 106 monies held, including timelines and quantification of the value of unspent money which exceeds the repayment dates be circulated to committee members.	Assistant director for regulatory environment and waste	Economy and place	A report will be circulated to members detailing this.	30 September 2021	
103	28 June 2021	Information on the treatment of Section 106 monies for transport / highways be circulated to committee members.	Assistant director for regulatory environment and waste	Economy and place	Work is ongoing with the Programme Management Office to provide resource for the transport/highways service so that s.106 monies for the public realm can be more effectively processed.	31 December 2021	
104	30 July 2021	the external auditor be asked to include appropriate glossaries in future reports for ease of understanding and to identify dates of publication clearly;	External Auditors		Update required	24, November 2021	
105	30 July 2021	training be arranged for committee members on the changes to regulations, particularly in relation to the value for money audit;	Committee Clerk	Corporate support centre	Update required	24, November 2021	
106	30 July 2021	a briefing note on the management of council estate be provided to committee members	Committee Clerk	Corporate support centre	Update required	24, November 2021	
107	30 July 2021	Confirmation be provided about whether the council's counter fraud specialist had been involved in the fraud risk assessment;	External Auditors		Update to be provided	24, November 2021	
108	30 July 2021	Further clarification be provided on the 'local risk factors' identified in the 'Audit fees – detailed analysis' section;	External Auditors		Update required	24, November 2021	
109	30 July 2021	References to the 'audit and procurement committee' be amended.	External Auditors		Update required	24, November 2021	
110	27 September 2021	The Head of Corporate Performance to provide the Committee with a briefing paper on how risks such as EP-24 flood risk and EP-27 fuel poverty are being managed in rural areas.	Head of Corporate Performance	Corporate support centre	A briefing is being prepared	24 November, 2021	
111	27, September 2021	The Head of Corporate Performance to consider the increase of housing developments in rural areas and the impact these may have on the risk register	Head of Corporate Performance	Corporate support centre	Feedback on potential impact on rural housing provided to the service for their consideration. This will also feed in to the Strategic Risk sessions for MB	24 November 2021	
112	27, September 2021	The Solicitor to the Council to produce a briefing note on the approach, process and timing of the refresh of the Strategic Partnerships.	Solicitor to the Council	Corporate support centre	Completed, 27 September		
113	27, September 2021	The Solicitor to the Council to recirculate the SWAP audit on the transparency and governance of strategic partnerships.	Solicitor to the Council	Corporate support centre	Currently in progress.	December, 2021	
114	27, September 2021	The Section 151 officer to inform the Committee of the percentage figure of employees with budget responsibilities who had completed the on-line awareness module regarding finance.	Section 151 Officer	Corporate support centre			
115	27, September 2021	The s151 to write a briefing note for the Committee on sources of funding for the Council over the preceding few years.	Section 151 Officer	Corporate support centre			
116	27, September 2021	The Chief Executive be invited to the next meeting of the Committee to discuss the risks that the Council is carrying	Committee Clerk	Corporate support centre	Invitation issued. Awaiting response.		
117	27, September 2021	Councillor Watson to circulate to the Committee the Rural Services Network paper on sources of funding for rural authorities.	Cllr Watson	Committee member	Awaiting - from Rural Services network - their slide deck and report in relation to this matter. Once received this will be forward on to the committee	24 November	