	st updated: 14 March 2022										
No.	Action required	Lead	Date raised	Due date	Action taken	Date resolved (grey when resolved)	Status				
1	Business Continuity Management That target completion dates to be provided for the BCPs being undertaken in the Communities and PG&S areas	Maggie Gibb	30-Nov-21	31-Mar-22	Meetings have been arranged with lead officers in PGS and Communities, with BCPs to be completed end March.		Ongoing				
2	Farnham Park Sports Fields Charity Annual Report and Financial Statements 2020/21 that a verbal update to provided to a future meeting on the outcomes of the outstanding audit work	Richard Ambrose	30-Nov-21	11-May-22	To be updated at 11 May meeting.		Ongoing				
3	2022/23 Internal Audit Plan Councillors be invited to submit areas which might benefit from internal review, when the plan is being put together.	Maggie Gibb	30-Nov-21	30-Apr-22	Audit planning in progress and key stakeholders will be asked to input.		Ongoing				
4	Trustee Appointments to Higginson Park Trust That an update be provided on the potential appontment of additional officers, to act as signatories to the accounts on behalf of the Council as Trustee.	Richard Ambrose	25-Jan-22	31-Mar-22	Verbal update to be provided 22 March.		Ongoing				
5	Treasury Management Strategy 2022/2023 A revised report to be circulated electronically for the Committee to agree prior to publication of the Full Council agenda for the meeting on 23 February 2022 incorporating comments from the Committee.	Richard Ambrose / Julie Edwards	25-Jan-22	15-Feb-22	Complete - action to be closed.		Ongoing				
6	Local Member Engagement That an update be provided on assessing member engagement in Cabinet and Cabinet Member decisions. This piece of work may be undertaken by the newly in post Principal Governance Advisor. Consideration should also be given to sharing this report with the Finance and Resources Select Committee.	Maggie Gibb / Governance Officer	25-Jan-22	31-Mar-22			Ongoing				

Audit and Governance Committee action log

	Audit and Governance Committee completed actions											
	Last updated: 27 October 2021											
No.	Action required	Contact officer	Date raised	Due date	Date resolved (grey when resolved)	Status						
	OUTCOME OF INSPECTION FROM THE INVESTIGATORY POWERS COMMISSIONER'S OFFICE (IPCO) That Officers be asked to implement the additional recommendations from the IPCO report. That an update on the use of the RIPA powers generally by the Council be reported to the Committee in March 2021	Nick Graham Service Director Legal and Democratic Services	27-Jan-21	27/07/21 24/03/21	29-Sep-21	Completed						
	TREASURY MANAGEMENT STRATEGY To make the proposed amendments and recirculate the amended strategy to committee members for approval prior to full council.	Richard Ambrose Service Director – Corporate Finance (S151)	Richard Ambrose	24-Mar-21	28-Jul-21	Completed						
	UPDATE ON SIGNING OF LEGACY ACCOUNTS To receive an update on fees from enrst and young	Andrew Brittain Ernst & Young	27-Jan-21	24-Mar-21	24-Mar-21	Completed						
	FARNHAM PARK SPORTS FIELD CHARITY ANNUAL REPORT AND FINANCIAL STATEMENTS 2019/20 Service Director – Corporate Finance be requested to inform the relevant Cabinet Member(s) of the Committee's concerns regarding the financial viability of the Charity. That a report on the Charity's financial viability, as discussed at the meeting, be submitted to the next Committee meeting in January 2021.	Richard Ambrose Service Director – Corporate Finance (S151)	18-Nov-20	24-Mar-21	24-Mar-21	Completed						
	Council action plan lain Murray to update on process against the planned actions on the council action plan, to the June or July meeting of the Audit & Governance Committee.	Richard Ambrose	24-Mar-21	28-Jul-21	28-Jul-21	Completed						
	2019/ 20 District Audit Fees Update Richard Ambrose to report back to committee the outcome of the discussions with the Public Sector Audit Appointment (PSAA) in relation to the 2019/20 district audit fee increases.	Richard Ambrose	24-Mar-21	24-Nov-21	28-Jul-21	Completed						