

Audit and Governance Committee action log

Last updated: 19th January 2023

No.	Action required	Lead	Date raised	Due date	Action taken	Date resolved (grey when resolved)	Status
1	<p>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.</p>	Maggie Gibb / Governance Officer	25-Jan-22	30-Jun-22	<p>Update Sept 22: Work to be progressed as part of Corporate Governance review being undertaken by Principal Governance Advisor. Update Nov 22: Work to be achieved by end of March 2023; initial scoping taking place with Deputy Monitoring Officer and to be taken forward by Principal Governance Officer.</p>		Ongoing
2	<p>Draft Annual Governance Statement To seek views from Committee Members on the contents of the Annual Governance Statement 2021/22</p>	Glenn Watson	28-Jul-22	14-Oct-22	<p>Update Sept 22: Committee member views sought 10/08/22. Two responses received from the Chairman & Vice Chairman. Comments included in the draft AGS 2021/22 for Committee on 27/09/22. 27/09/22: Deadline for comments extended to 14 October. Update Nov 22: Following the September Committee meeting, members of the Committee were re-consulted on a revised draft AGS - on 18 and 28 October. Comments were made by Cllr Clarke and Cllr Newcombe (deputy chair and chair). Comments incorporated and final revised version agreed by Deputy Monitoring Officer and Monitoring Officer and indicative supporting comment from Cllr Newcombe. To be considered again by Committee on 23/11. Update Jan 2023: Annual Governance Statement approved by Committee on 23 November 2022. Finance and External Auditor informed. Leader and Chief Executive were provided with the final, approved version and agreed (December 2022) to add their signatures. Committee noted that the process for the 22/23 AGS would begin earlier in 2023 to allow greater consultation with the Committee; and that it would be drafted in a more accessible, pictorial style akin to other council publications.</p>	01-Feb-23	Closed
3	<p>Farnham Park Sports Field Charity and Higginson Park Trust To ensure that the 22/23 accounts, and subsequent years are signed by a separate officer to the S151 officer on behalf of the Council as Trustee</p>	Dave Skinner	27-Sep-22	01-Apr-23	<p>Update Nov 22: Alternative officer being considered Update Jan 23: Proposal is that one of the Assistant Directors will sign off FPT and HPT accounts and they have sufficient seniority as Deputy S151's. Will need to think about how this works with preparation and separation of duties but that will be the working premise.</p>		Ongoing

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4	2021/22 Statement of Accounts To assess early indication of external audit work required on the accounts and whether an additional A&G meeting should be scheduled in December/January	Dave Skinner / Maggie Gibb	27-Sep-22	31-Oct-22	Update Nov 22: Verbal update to be provided as part of the update on accounts Update Jan 23: Close Action as already covered. Will provide an update on Statement of Accounts at each meeting.	01-Feb-23	Closed
5	2022/23 Business Assurance Strategy Update To clarify whether there were any proceeds of crime orders or compensation ordered by the Court for the counter fraud offence sentence referred to in the November meeting papers	Maggie Gibb	23-Nov-22	01-Feb-23	Update Jan 23: Will provide update on recovery of fraud cases for 22/23 at March A&G meeting		Ongoing
6	Work Programme - Constitution update To consult with the Service Director for Legal and Deomcratic Services as to when most appropriate to bring a future Constitution update to the Committee	Maggie Gibb	23-Nov-22	01-Feb-23	Update Jan 23: Added to work programme for March.	01-Feb-23	Closed