

SLOUGH BOROUGH COUNCIL
AUDIT & CORPORATE GOVERNANCE COMMITTEE
ACTION PROGRESS REPORT

Actions Arising from Meetings

3rd August 2020

| Minute: | Agenda item and Action: | For: | Status / Comment |
|----------------|---|---------------------------------------|--|
| 3. | Annual Governance Statement 2019/20 AGS to be updated to reflect the fact that not all committee meetings were held in public or open to all Members to attend e.g. Trustee Committee. | Service Lead Governance | Completed. |
| 4. | LGA Peer Review of Governance Arrangements To confirm the appointment of the Monitoring Officer. | Chief Executive | To be determined as part of Phase 2 Our Futures programme. |
| 4. | LGA Peer Review of Governance Arrangements To carry out a lessons learned review following the delay in external audit of the financial statements 2018/19. | Service Lead Finance | To be carried out once the process had been completed for 2018/19. |
| 5. | Members Code of Conduct Consideration of DBS checks for councillors to be referred to the Member Panel on the Constitution. | Service Lead Governance | Completed. See report to Committee, 10 th December 2020. |
| 5. | Members Code of Conduct Monitoring Officer to write to Ministry of Housing, Communities and Local Government as per the report to the Committee, subject to amendments to reflect the discussion on DBS issues. | Monitoring Officer | Completed. |
| 11. | Internal Audit Update Quarter 1 2020/21 Committee to receive an update at a future meeting on implementation of debt recovery during Covid-19 pandemic. | Director of Finance & Resources | See Appendix A of Quarter 3 Internal Audit Update. |

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| 11. | Internal Audit Update Quarter 1 2020/21 Committee to receive an update at a future meeting on high priority action on reporting requirements for James Elliman Homes. | | Update to be provided. |
| 12. | Housing Benefit Audit Letter 2018/19 Copy of correspondence with DWP regarding Housing Benefit Subsidy Claim 2018/19 to be forwarded to the Chair of the Committee. | Director of Finance & Resources | Completed, 3/8/20. |

5th March 2020

| Minute: | Agenda item and Action: | For: | Status / Comment |
|---------|--|-------------------------|--|
| 42. | LGA Peer Review on Governance – Interim Report That a working group to include Councillors Sabah and Ali be set up to look at the issues raised by the review and that a questionnaire be sent to Committee Members for their feedback relating to the workings of the Committee. | Service Lead Governance | Ongoing. Updated report to the Committee on 3 rd August 2020. Working Group paused due to Covid-19. |
| 43. | Schedule of Activity – Councillors’ Code of Conduct Training to be provided to councillors detailing the Standards Complaints Process. | Service Lead Governance | To be completed as part of the current review of the Members’ Development Programme. |
| 44. | Schedule of Activity – Councillors’ Code of Conduct Monitoring Officer to examine whether the Code of Conduct could be amended to reflect that any findings of breaches to the Code of Conduct be published. | Monitoring Officer | To be considered as part of the review of Members’ Code of Conduct. |
| 46. | Members Performance Report – May 2019 to February 2020 Future performance reports to include details on whether Members’ were using the electronic dashboard system for casework queries; and that officers consider any other appropriate measures to be used to report on Members performance. | Service Lead Governance | To be incorporated into next Members performance report due in March 2021. |

Note: Actions to be removed from the log after being reported as ‘completed’ to the Committee.