

Growing a place of opportunity and ambition

Date of issue: Tuesday, 21 November 2023

MEETING AUDIT AND CORPORATE GOVERNANCE

COMMITTEE

DATE AND TIME: WEDNESDAY, 22ND NOVEMBER, 2023 AT 6.30 PM

VENUE: COUNCIL CHAMBER - OBSERVATORY HOUSE, 25

WINDSOR ROAD, SL1 2EL

DEMOCRATIC SERVICES

OFFICER:

SHABANA KAUSER

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SUPPLEMENTARY PAPERS

The following Papers have been added to the agenda for the above meeting:-

* Item 3 is an updated version of the papers circulated with the agenda.

PART 1

AGENDA ITEM	REPORT TITLE	<u>PAGE</u>	WARD
3.	Action Progress Report	1 - 2	All





SLOUGH BOROUGH COUNCIL

AUDIT & CORPORATE GOVERNANCE COMMITTEE ACTION PROGRESS REPORT

13th September 2023

Minute reference	Agenda item and Action required	Lead Officer	Status / Comment
16	Minutes of the meeting held on 19 th July 2023 Meeting with Monitoring Officer, Group Leaders, Chair and Commissioners to be arranged re terms of reference/best practice.	Democratic Services to arrange.	Completed. Meeting held on 1 November 2023.
18	Internal Audit Progress Report Quarter 2 2023/24 Appendix B Overdue High Risk Actions: Fixed Penalty Notices - written reply detailing why this action is rated high	Head of Internal Audit	Completed. This was rated high in 9.21/22 Follow Up of Previous Management Actions - Quarter 2 as it was a repeat action from a prior audit. Furthermore, the action was again repeated in 26.21/22 Follow Up of Previous Management Actions- Quarter 3 where it was reclassified as a medium rated action as progress had been made to implement the action. The progress made relates to where "the Council has circulated the latest Fixed Penalty Notice (FPN) templates to relevant staff for use and ensure that dated versions are removed."
	Appendix to be updated for next meeting to include column with expected completion date, ensure all high outstanding actions are assigned, summary on all actions over a year old explaining why this is the case.	Head of Internal Audit	Completed. See Agenda item 5.

Page 1

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19	Risk Management Update Quarter 2 2023/24		
	Feedback comments to CLT Assurance Board whether need to add taking/accommodating asylum seekers as an emerging risk to the CRR.	Executive Director, Finance & Commercial	Completed. Will be considered at the CLT Assurance meeting 15/11/2023. Comments have been fed back to CLT and consideration being given as to whether this needs to be included at departmental or corporate risk register level
	 Risk 5 Temporary Accommodation: Details of what stage housing strategy at to be circulated. Number of TA dwellings in the borough to be provided 	Executive Director, Finance & Commercial	Up-to-date information to be provided post CLT Assurance meeting 15/11/2023 (performance reporting is discussed at these meetings with relevant services) The Housing Strategy will be available in December 2023 and due to go to Cabinet. There are presently 698 TA units currently being used in SBC area by the TA team. A detailed report on TA and an out of borough policy will be coming to Cabinet by January.
22	Work Programme 2023/24		
	November meeting to include following additional agenda items - • Treasury Management Outturn 2022/23 • Treasury Management Quarter 1 2023/24	Finance Manager, Treasury & Pensions	Due to time and resource constraints scheduled for January 2024 committee meeting.