

SLOUGH BOROUGH COUNCIL
AUDIT & CORPORATE GOVERNANCE COMMITTEE

ACTION PROGRESS REPORT

Actions Arising from Meetings

10th December 2020

Minute:	Agenda item and Action:	For:	Status / Comment
15	<p>Minutes of meeting held on 3rd August 2020</p> <p>General Data Protection Regulation (GDPR)</p> <p>Report to be considered at March meeting with details of number of breaches on GDPR; and those subject to legal action (for duration when GDPR role has remained vacant); and where responsibility for GDPR will be within the new organisational structure.</p> <p>Corporate Risk Register to be updated with information on GDPR</p>	<p>Executive Director, Corporate Operations</p> <p>Risk & Insurance Officer</p>	<p>Completed. Refer to agenda item 12 for 04.03.21 meeting.</p> <p>Completed. Refer to agenda item 13 for 04.03.21 meeting.</p>
17	<p>LGA Peer Review on Governance Arrangements - Action Plan</p> <p>That the Working Group, as set out in paragraph 5.6 of the report, be convened in January 2021.</p>	<p>Monitoring Officer</p>	<p>Completed. Our Futures Governance and Member Working Group Update' meeting held on 08.02.21. Provided an update on peer review actions and demonstrated that delivery will be assured through inclusion in the new 'governance' stream of the 'Our Futures' programme. Received member steer to use the cabinet-scrutiny working group as this working group for future monitoring of the peer review actions and other governance actions.</p>

22	<p>Update on Financial Statements 2018/19</p> <p>A written update – to include outstanding information awaited and timeline for finalising the accounts 18/19 - to be circulated to the Committee.</p> <p>Extraordinary meeting be scheduled for 27th January 2021 to consider the accounts 18/19.</p>	Grant Thornton -	<p>Completed. Emailed to Committee 04/01/21.</p> <p>Completed. Following meetings between SBC Officers, Cllr Sabah and External Auditors it was agreed that the Financial Statements 18/19 be considered on 04.03.21 meeting.</p>
23	<p>Risk Management Update - Quarter 3 2020/21</p> <p>Corporate Risk Register updated to reflect the current position regarding Slough Children's Trust.</p>	Risk & Insurance Officer	<p>Completed. Refer to agenda item 13 04.03.21 meeting.</p>

3rd August 2020

Minute:	Agenda item and Action:	For:	Status / Comment
4.	<p>LGA Peer Review of Governance Arrangements</p> <p>To confirm the appointment of the Monitoring Officer.</p>	Chief Executive	Current arrangements for Monitoring Officer to continue until details of the role had been finalised as part of Phase 2 Our Futures programme.
4.	<p>LGA Peer Review of Governance Arrangements</p> <p>To carry out a lessons learned review regarding the delay in external audit of the financial statements 2018/19.</p>	Executive Director, Corporate Operations.	To be carried out once the process has been completed for 2018/19.
11.	<p>Internal Audit Update Quarter 1 2020/21</p> <p>Committee to receive an update at a future meeting on high priority action on reporting requirements for James Elliman Homes.</p>	Dan Harris, RSM	Completed - An update was provided to the December 2020 A&CG meeting to confirm that as part of a 2020/21 review of James Elliman Homes, we confirmed that the reporting requirements for JEH had been established.

5th March 2020

Minute:	Agenda item and Action:	For:	Status / Comment
42.	<p>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.</p>	Monitoring Officer	Completed. Refer to comment for 10.12.20 meeting. Meeting held on 08.02.21.
43.	<p>Schedule of Activity – Councillors’ Code of Conduct Training to be provided to councillors detailing the Standards Complaints Process.</p>	Monitoring Officer	Completed. Training scheduled for 09 March 2021.
44.	<p>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.</p>	Monitoring Officer	Completed. Agenda item 4 for 04.03.21 explicitly addresses this issue.
46	<p>Members Performance Report 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.</p>	Monitoring Officer	Completed. Refer to agenda item 6 for 04.03.21 meeting.

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