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	Democratic Services to arrange.	Completed. Meeting held on 1 November 2023.
	Meeting with Monitoring Officer, Group Leaders, Chair and Commissioners to be arranged re terms of reference/best practice.		
18	Internal Audit Progress Report Quarter 2 2023/24	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 B Overdue High Risk Actions: Fixed Penalty Notices - written reply detailing why this action is rated high		
	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.

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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
	 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)
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.