

## CORPORATE GOVERNANCE COMMITTEE PROGRESS REPORT

Committee	Decisions	Date for Action	Action Taken	Officer Responsible	Delete from future list
29/01/2025	<p><b>Internal Audit Peer Review Challenge Actions – Update</b></p> <p>To receive a further update on actions at the next Committee meeting.</p>	25/03/2025	This work will be taken forward by the new Monitoring Officer, as the Head of Service, once they have taken up post.	Corporate Director – Finance & Resources	No
N/A	<p><b>Constitution Review Working Group</b></p> <p>Constitution Review Working Group appointed at Annual Council on 15 May 2025.</p>	N/A	The Working Group is scheduled to meet on 26 June 2025 to confirm the Council Procedure Rules final amendments, initial discussions on an updated Officers Scheme of Delegation and Substitutes Policy.	Elections & Democratic Services Manager	No
Corporate Governance Committee	To circulate the full audit report 2024/25, once received from the External Auditors, around to all Committee Members.		Completed – plan circulated by Democratic Services.	Suzanne Jones	Yes

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	<p><b>External Auditor's Annual Report 2023/24</b></p> <p>Factual inaccuracies identified within the External Auditor's report – these would be picked up outside the meeting.</p>		<p>Request sent to EY for report to be amended.</p>	<p>Suzanne Jones</p>	<p>Yes</p>
	<p><b>Corporate Risk Register</b></p> <p>To identify changes to risk ratings between meetings in future reports.</p> <p>To review the Corporate Risk relating to Local Government Reorganisation in light of recent developments.</p> <p>To raise the Corporate Risk relating to the "Failure to effectively respond to the climate change agenda in the required timeframe" with Senior Management Team given the view that this risk was outside of the Council's control.</p>		<p>Will be included on the report scheduled for the July meeting.</p>	<p>Suzanne Jones</p>	<p>No</p>

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	<p><b>Internal Audit Update Report</b></p> <p>To investigate the current position in respect of process notes to cover the green bin subscription fee process from start to finish.</p>		<p>Internal Audit have followed up on this action. The action was closed on 4action (the Councils action tracking software) on 28/04/2025 and process notes have been provided by the action owner and uploaded to 4action.</p>	Daniel Harris	Yes
	<p><b>Draft Internal Audit Plan 2025/26 (Including the Internal Audit Charter)</b></p> <p>To provide clarity on the term "Board" referred to within the Internal Audit Charter and incorporate this within the document.</p>		<p>The term "Board" refers to the Corporate Governance Committee (CGC). The Committee is the highest level governing body charged with the responsibility to direct and/or oversee the organisation's activities and hold organisational management accountable. Furthermore, "Board" may refer to a Committee or another body to which the governing body has delegated certain functions (e.g. an Audit Committee).</p>	Daniel Harris	Yes
	<p><b>Internal Audit Actions Update</b></p>		<p>The suggestions have been noted.</p>	Suzanne Jones	Yes

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	<p>Minor errors identified in the total numbers presented in the tables at 1.2 and 1.3 of the report. A suggestion was made to utilise excel going forward.</p> <p>Suggestion made to link the Internal Audit Actions Update report to relevant items on the agenda possibly under the Background Papers section.</p>				
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