

**SLOUGH BOROUGH COUNCIL**  
**AUDIT & CORPORATE GOVERNANCE COMMITTEE**  
**ACTION PROGRESS REPORT**

13<sup>th</sup> November 2024

<b>Minute reference</b>	<b>Agenda item and Action required</b>	<b>Lead Officer</b>	<b>Status / Comment</b>
41	<p><b>Annual Governance Statement Update</b></p> <p>Details of controls/procedures re procurement process and restructure of procurement team to be provided in early 2025.</p> <p>Cabinet Member responsible for transparency and value for money to be invited to a future meeting</p>	<p>Executive Director, Corporate Resources</p> <p>Principal Democratic Services Officer.</p>	<p>This is referenced in the 2024/25 AGS report being presented to Committee. Restructure to be concluded by September 2025</p> <p><b>Completed.</b> Lead Member invited to 23.7.25 meeting.</p>

22<sup>nd</sup> January 2025

<b>Minute reference</b>	<b>Agenda item and Action required</b>	<b>Lead Officer</b>	<b>Status / Comment</b>
60	<p><b>Risk Update</b></p> <p>Emergency Planning Officer contact details to be included in Members Bulletin</p>	<p>Director of Public Health &amp; Protection</p>	<p>The Emergency Planning function is in transition at the moment, with wider groups of officers allocated to response roles as we move to a new organisation wide delivery model. In the case of a Major Incident the most effective way of members receiving information will be through the Communications officer on call and GOLD on call.</p> <p><b>Completed.</b> These details will be provided to the Members Bulletin so that they are aware of who will be contacting them in the event of an emergency. Will be included in bulletin issued on 17.7.25 and then on a weekly basis.</p>
61	<p><b>Treasury Management Strategy 25/26</b></p> <p>Details of potential variation to any LOBO loan(s) to be circulated to Committee.</p>	<p>Finance Director, Corporate &amp; Commercial</p>	<p><b>Completed.</b> Verbal Update provided at 30.04.25 meeting. No variation in LOBO as lender chose not to exercise lenders options.</p>

30<sup>th</sup> April 2025

Minute reference	Agenda item and Action required	Lead Officer	Status / Comment
79	<p><b>Corporate Risk Update Q3</b></p> <p>Corporate Risk Sub Risk Table in report be circulated to the committee showing full details of CR1 to CR5.</p> <p>Chief Executive, ED Property &amp; Housing &amp; Director of Housing to be invited to attend future meetings when corporate risk register is being discussed.</p>	Democratic Services  Democratic Services	<p><b>Completed.</b> Email sent 08.07.25</p> <p><b>Completed.</b> Meeting Invites sent and reminder email sent 19.06.25</p>

Minute Reference	Agenda item and Action Required	Lead Officer	Status / Comment
2	<p><b>Housing Internal Audit Recommendations Update</b></p> <p>That the Head of IT and Director of Housing provide an update to the July meeting in regards to progress re IT systems updates / improvements to enable data from different teams to reconcile with each other.</p>	Director of Housing	<p><b>Completed.</b> Attending 23 July meeting.</p>
5	<p><b>Internal Audit Progress Report</b></p> <p>Error in Contract Management audit report to be corrected - to include confirmation that SLT had committed to supporting the recommendations as set out in the report. Revised report to be circulated to Committee.</p>	Head of Internal Audit	<p><b>Completed.</b> Revised report emailed to Committee 01.07.25</p>
7	<p><b>Audit and Corporate Governance Committee - Annual Report 2024/25</b></p> <p>Chair to update introduction to the annual report referencing the Head of Internal Audit's Opinion 24/25 prior to submission of report to full council.</p>	Chair of Audit Committee	<p><b>Completed.</b> Updated introduction included in report to Council meeting on 24<sup>th</sup> July 2025.</p>