

## Corporate Governance and Standards Committee

**11 April 2024**

### Decision and Action tracker

This tracker monitors progress against the decisions and actions that the Committee has agreed. It is updated for each committee meeting. When actions are reported as being ‘completed’, the Committee will be asked to agree to remove these items from the tracker.

The actions listed below are outstanding.

Date of Meeting	Item	Decision/Action requested	Responsible Officer	Update on implementation
29 November 2023	Corporate Risk Register	<ul style="list-style-type: none"> <li>(a) To undertake a review of the whole risk management framework across both Guildford and Waverley to ensure a more consistent approach between all the risk registers at the various levels.</li> <li>(b) To ascertain whether the anti-fraud and corruption policy was due for review and, if so, the governance route for such a review.</li> <li>(c) To establish whether the Corporate Risk Register should include a specific risk in respect of the receipt of timely independent external assurance in accordance with statutory deadlines.</li> </ul>	<ul style="list-style-type: none"> <li>(a) Executive Head of Organisational Development</li> <li>(b) Democratic Services &amp; Elections Manager</li> <li>(c) Executive Head of Organisational Development</li> </ul>	See Item 5 on this agenda
18 January 2024	Update on the Revised, Joint Equality, Diversity and Inclusion Policy, and associated Action Plan	<ul style="list-style-type: none"> <li>(a) To meet with the vice-chairman of the Committee to discuss how the Equality, Diversity and Inclusion Action Plan could be made more ambitious.</li> <li>(b) To provide an update on implementation of Action 2.2 of the Equality, Diversity</li> </ul>	Executive Head of Organisational Development	

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		and Inclusion Action Plan 2022-23: “Upgrade our Disability Confident Committed status to level 2, Disability Confident Employer through the government scheme”.		
18 January 2024	Work Programme	To report on an interim update on the revised Equality, Diversity and Inclusion Policy and associated action plan, to establish whether any changes to the Policy are required.	Executive Head of Organisational Development	
13 March 2024	Internal Audit Progress Report (February 2024)	<ul style="list-style-type: none"> <li>• To circulate a written update to the Committee on progress with: <ul style="list-style-type: none"> <li>(a) the high priority management action arising from the Budgetary Control internal audit review, and</li> <li>(b) the management actions arising from the Accounts Receivable and Debt Management review.</li> </ul> </li> <li>• To provide a written response to the Committee in respect of the overdue management actions associated with the S106 Contributions review, particularly with regard to updating policies and procedure documents</li> </ul>	<p>Interim Joint Strategic Director of Finance</p> <p>Joint Executive Head of Planning Development</p>	
13 March 2024	Internal Audit Charter 2024-25	<ul style="list-style-type: none"> <li>• To ensure that the revised Anti-Fraud &amp; Corruption is considered by the Committee in the next few months.</li> </ul>	Interim Joint Strategic Director of Finance	See Item 5 on this agenda

Date of Meeting	Item	Decision/Action requested	Responsible Officer	Update on implementation
		<ul style="list-style-type: none"> <li>To circulate the current version of the Anti -Fraud &amp; Corruption Policy to the Committee.</li> </ul>		
13 March 2024	Month 10 Financial Monitoring 2023-24	<p>(a) To circulate the previous S106 Monitoring Report considered on 29 November 2023 to the Committee.</p> <p>(b) To review the detail of the Ash Road Bridge scheme figures quoted in the General Fund Capital Programme Estimated Expenditure and circulate a response to the Committee.</p> <p>(c) To circulate details of historic HRA debt figures to the Committee.</p> <p>(d) To re-circulate the Monitoring Officer's to councillors in respect of the disclosure to councillors of the list of capital assets being considered for possible disposal.</p> <p>(e) To circulate a more detailed breakdown of the £2.913m forecast spend on housing services for 2023-24 to the Committee.</p>	<p>Democratic Services &amp; Elections Manager</p> <p>Deputy S151 Officer</p> <p>Interim Joint Strategic Director for Finance</p> <p>Monitoring Officer</p> <p>Deputy S151 Officer</p>	Circulated on 13 March 2024