

## Audit and Governance Committee

### Outstanding Actions

Key:

Green = completed

Amber = working towards

Red = to be completed



Meeting Date	Agenda item	Action	Comments	Responsible Officer	Target dates/rationale for delays	Status and last updated
12/11/25	7	To provide the Committee with a briefing on Unit 4.	Will provide a briefing note ahead of the Audit Committee in February 2026. Note to be drafted in January 2026.	Paul Stone		08/01/26 Red
12/11/25	7	To arrange discussions with Cllr P Moulton and the Chair with the intention to undertake a root cause analysis on the human processes regarding the implementation of the Unit 4 system.	<b><u>An arrangement of discussions to be made once accounts have been completed.</u></b>	Paul Stone		08/01/26 Red

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04/02/26	7	To provide a response to Cllr Rogers in relation to the following question raised during discussion: 'What checks and balances are in place to make sure only the correct type of waste is put into trade waste bins, how is this dealt with?'	Response sent via email on 09/02/2026	Kerry Beavis/Paul Sanders		08/02/2026 Green
04/02/26	7	To provide a response to Cllr Moulton in relation to the following question raised during discussion: 'Where is stock such as radiators/doors etc stored, is it still a storage unit as it was in the past?'	Yes, we store at Market Street but often order and collect to fit same day as we do not have capacity to store every door/ window etc  Response sent via email on 10/02/2026	Gary Hall		10/02/2026 Green
04/02/26	7	Outstanding finance audit recommendations: It was agreed to provide more narrative in future reports so that members have more information and it is clear what progress has been made.		Paul Stone	Next meeting the internal audit progress update is reported to (26/04/26)	Amber
04/02/26	12	Corporate risk no.35 re Local Plan: Members felt the risk was not accurate considering the timeframes for submission the plan. It was agreed to go back to planning officers to review the risk.		Paul Stone	Next meeting the risk register is reported to (26/04/26)	Amber

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04/01/26	12	Corporate risk no.21 re Driver and fleet compliance: In response to members concern that it was a particularly high-risk score, it was agreed to get further details for the next meeting.		Paul Stone	Next meeting the risk register is reported to (26/04/26)	Amber