

ACTION TRACKER - GOVERNANCE AND AUDIT				
ACTIONS ARISING FROM GA 18 September 2024				
AGENDA ITEM	ACTION REQUIRED	DIRECTOR RESPONSIBLE	PROGRESS NOTES	COMMENTS
Minutes from the previous meeting	Councillor Kitterick highlighted the need to include an action log to keep track of which actions have been completed or outstanding.	Governance Officer	Included in the agenda for 29 January 2025	Closed
Third Party Relationships and Governance Update	To include an additional column to the appendix which includes a high-level summary of any relationships and commentary for each organisation to enhance clarity and transparency.	Monitoring Officer	To include in future reports	Closed
Local Governance & Social Care Ombudsman and Housing Ombudsman Complaints & Corporate Complaints 2023/24	To include thematic and qualitative analysis in future reports	Director of Corporate Services	To include in future reports, next due in 2025/26.	Closed
Financial Sustainability	A more detailed report addressing financial sustainability to the next committee	Director of Finance	Provided at the 5th December meeting. A further report will be included on the workplan for 2025/26.	Closed
ACTIONS ARISING FROM GA 5th December 2024				
AGENDA ITEM	ACTION REQUIRED	DIRECTOR RESPONSIBLE	PROGRESS NOTES	COMMENTS
Minutes of the Previous Meeting	Publication of Minutes of last meeting before the new-year.	Monitoring Officer	Included in the agenda for 29th January 2025.	Closed
Minutes of the Previous Meeting	Circulate Action Log	Monitoring Officer	Included in the agenda for 29 January 2025, and will be a standing committee item	Closed
Mid-year Fraud	Identifying where students are not living in properties that get student discount	Director of Finance		Open
Mid-year Fraud	Identifying those claiming single person discount	Director of Finance		Open