

Governance & Audit Committee Matters Arising Schedule

Purpose:

To consider progress on the matters arising from previous Governance & Audit Committee meetings.

Recommendation: That Members note progress on the matters arising and request corrective action if necessary.

Status	Title	Action Required	Comments	Due Date	Allocated To
Black	Combined Assurance Report Accessibility	Members requested at the previous Committee meeting that the green text be changed on the Combined Assurance report to make it easier to read. It was agreed at the meeting that the team would revise the formatting.	Format of the report to be updated before the next report comes to committee. Update: Report issued by RSM formatted without the green text clarity issue.	10/06/25	Lisa Langdon
Black	Review of RAF Scampton	Members requested at the previous Committee meeting that an update report to review RAF Scampton and reflection on learning be brought to a future meeting of the Governance and Audit Committee.	Update: Report scheduled for the 10 June 2025 agenda.	10/06/25	Sally Grindrod-Smith
Black	Assurance on the Council's Procurement Process	Members to receive information regarding the Council's procurement process, at a future meeting to provide assurance to the Committee.	Update: Since the matter was logged the Council's procurement processes have been updated and changes have been communicated to the Committee through Committee reports, reporting from the former Section 151 Officer, alongside reporting from Internal Audit.	30/04/25	Peter Davy
Black	Confirmation that recommendations have been implemented	Confirmation that the Internal Audit's recommendations have been fully implemented.	G&A 250121: The Chairman... requested confirmation at a future meeting that the recommendations [of the Internal Audit Progress Report] had been fully implemented. Update: Progress against recommendations addressed in the Follow-Up Internal Audit Report scheduled for 10 June 2025 agenda.	10/06/25	Lisa Langdon

Black	Feedback regarding feasibility of retaining meeting recordings long-term	Feedback to be provided to the Committee regarding the feasibility of retaining Committee meeting recordings long-term.	<p>G&A 250121: The Monitoring Officer agreed to consider the technical feasibility [of retaining Committee meeting recordings] and consult with the Data Protection Officer regarding information retention.</p> <p>Update: The Monitoring Officer explained to the Committee during the 22 April 2025 meeting that the Council was actively examining in-house ways to retain meeting recordings long-term.</p>	22/04/25	Lisa Langdon
Black	Scrutiny training to be made available to all Members	Democratic and Civic Officer to organise scrutiny-focused Member development training available to all Members.	<p>G&A 250422: The suggestion was made to consider Member development to enhance the quality of scrutiny, highlighting the importance of questioning skills. The Chairman agreed with the need to extend effective scrutiny practices across all Committees.</p> <p>Update: Online Scrutiny training booked for 21 October 2025.</p>	10/06/25	Natalie Smalley
Black	Cyber security messages to be shared with Members	Regular cyber security awareness messages to be shared with all Members.	<p>G&A 250422: The Monitoring Officer stated that regular updates and cyber security messages were being sent to staff to keep abreast of developments. It was suggested by a Member of the Committee that regular updates be provided to Members to ensure they were aware of the dangers and how to counteract them.</p> <p>Update: Regular cyber security awareness messages are shared with all Members on a monthly basis via the Members' Newsletter.</p>	10/06/25	Cliff Dean
Green	Regular reporting on the performance of the Joint Committee for Devolution	Progress reports to be brought to the Governance and Audit Committee for oversight.		29/07/25	Lisa Langdon

Green	Audit of Procurement Lincolnshire	The Committee asked for a copy of Procurement Lincolnshire's audit report.	<p>G&A 241126: In response to a question from the Committee, the S151 Officer explained that Procurement Lincolnshire would be audited by Lincolnshire Internal Audit, and that she would seek to obtain a copy of a recent audit report to be shared with Members.</p> <p>Update: S151 contacted Lincolnshire County Council (LCC) to obtain an audit report for Procurement Lincolnshire, however, they did not have an audit report that was relevant to their work with district councils. Instead, it was suggested that the Assistant Director Commercial be invited to address the Committee if an update on the work of Procurement Lincolnshire was requested.</p>	10/06/25	Peter Davy
Green	Feedback following audit of appraisal process	Further detail to be provided regarding expected improvements in the appraisal process.	<p>G&A 241126: At the request of Members to ensure further oversight... appraisal KPIs would be reported to Management Team... and the relevant Committee. NB: suggested route = Joint Staff Consultative Committee</p>	29/07/25	Lisa Langdon
Green	Update on the implementation of new procurement rules and regulations	Chair of G&A requested the Internal Audit team to examine progress made in implementing procurement rules and regulations in a year's time (approximately January 2026).	<p>G&A 250121: The Chairman requested that a further report from Internal Audit be presented to the Committee in a year's time reporting the progress made in implementing the new procurement rules and regulations.</p>	31/01/26	Peter Davy
Green	Review specific phrasing in the Constitution	Monitoring Officer to review the phrasing in the Constitution relating to the public right to record in Committee meetings.	<p>G&A 250121: The Chairman recommended certain sections of the Constitution be reworded to prevent misinterpretation with respect to the rights of the public in Committee meetings.</p>	29/07/25	Lisa Langdon

Green	Oversight of counter-fraud anti-bribery work	Request Internal Audit Team to examine the progress made regarding the Council's counter-fraud and anti-bribery work.	G&A 250121: The Chairman reiterated the need to continue the counter-fraud and anti-bribery work; it was requested for the Management Team to ensure than an assessment of the Council's progress in relation to counter-fraud and anti-bribery was formally included as part of the future Internal Audit Plan.	30/09/25	Peter Davy
Green	Reporting on the delivery and maintenance of climate change policy	Request for assurances to be given to the Committee regarding the delivery and maintenance of the Council's climate change policy.	G&A 250121: The Chairman highlighted potential issues related to the delivery and maintenance of climate change policy in the wake of local government uncertainty... the Committee were assured that these concerns would be raised with Management Team, with a response to be reported to the Committee.	29/07/25	Rachael Hughes
Green	One-page summary of the Risk Management Strategy to be produced and shared	Corporate Governance Officer to produce one-page summary of the Risk Management Strategy to be shared with Council staff and Members.	G&A 250422: A Member of the Committee praised the document as an excellent management tool. It was suggested that a one-page summary be created for staff and Members to aid readability.	31/07/25	Katy Allen
Green	Regular project management updates	Updates on project management to be shared with the Governance and Audit Committee outlining the control environment.	G&A 250422: [The Chief Executive] highlighted that Members were only informed on the wellbeing of a project if there were financial or quality problems... It was proposed that... regular updates could be brought to the Committee outlining the control environment...with an initial update expected in November 2025.	25/11/25	Darren Mellors
Green	Development of Delivery Programme	Newly developed Delivery Programme to be shared with Members in due course, with verbal updates to be provided, in relation to both the Council's strategic priorities and Local Government Reorganisation (LGR).	G&A 250422: It was agreed that verbal progress updates would be provided through the Matters Arising item on the Committee agenda, until the Delivery Programme had been fully developed.	31/10/25	Rachael Hughes