

**Actions from Audit & Governance Committee meeting on 13<sup>th</sup> October 2025**

	<b>Action</b>	<b>Status / Update</b>	<b>Due Date</b>	<b>Responsible Officer(s)</b>
<b>1</b>	<b>Minute 21 - External Auditors Progress Report 2024/2025</b> Action for Group Leaders to ensure that outstanding Related Party Transaction forms 2024/25 are completed.	<b>Complete</b> Group Leaders have been approached.	<b>5 November</b>	<b>AD / RF</b>
<b>2</b>	<b>Minute 24 - Quarter 1 25/26 Risk Report</b> Action for Officers to confirm the financial penalties for not improving on risks.	<b>Complete</b> There are no government plans to include financial penalties for missed bins in the Environment Act.	<b>5 November</b>	<b>SR</b>
<b>3</b>	<b>Minute 24 - Quarter 1 25/26 Risk Report</b> Action for Officers to confirm whether the Council records the coverage of parish emergency plans in respect of civil contingency.	<b>Complete</b> The Council does not record coverage of parish emergency plans directly, this is done by the Lincolnshire Resilience Forum and is visible to the Partnership Emergency Planning & Business Continuity Group.	<b>5 November</b>	<b>SR</b>

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<b>4</b>	<b>Minute 24 - Quarter 1 25/26 Risk Report</b> Action for Officers to provide a briefing note at future meetings where mitigations for high residual risks have been tested for effectiveness.	<b>Complete</b> This will be a standing item in future quarterly risk reports.	<b>5 November</b>	<b>SR</b>
<b>5</b>	<b>Minute 24 - Quarter 1 25/26 Risk Report</b> Action for Officers to provide a briefing note if there are any changes to the risk appetite.	<b>Complete</b> This will come forward in the next quarterly report after the risk appetite workshops to report the outcome.	<b>5 November</b>	<b>SR</b>
<b>6</b>	<b>Minute 24 - Quarter 1 25/26 Risk Report</b> Action for Officers to include further details on local economy in risk register training on 27 <sup>th</sup> October 2025.	<b>Complete</b> This was included in the session on 27 <sup>th</sup> October.	<b>5 November</b>	<b>SR</b>
<b>7</b>	<b>Minute 24 - Quarter 1 25/26 Risk Report</b> Action for Officers to provide information on whether safeguarding connections with police and other authorities are included in the risk register.	<b>Complete</b> Details shared with the lead officer who will ensure that work with partners, including the police, is considered in the next risk review.	<b>5 November</b>	<b>SR</b>

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<b>8</b>	<b>Minute 24 - Quarter 1 25/26 Risk Report</b>  Action for Officers to provide information on how safeguarding apparatus are constructed.	<b>Complete</b>  Link to safeguarding information on the Council's website: <a href="#">Safeguarding - Boston Borough Council</a> . The Partnership lead is David Postle.	<b>5 November</b>	<b>SR</b>
<b>9</b>	<b>Minute 25 - Q1 Treasury Report 2025/26</b>  Action for Officers to provide a briefing note regarding the state street loan, its methodology, the decision process and the total cost to the Council.	<b>Complete</b>  The required information will be included in the 2025/26 Mid Term Report going to the A&G meeting in November.	<b>5 November</b>	<b>SH</b>
<b>10</b>	<b>Minute 25 - Q1 Treasury Report 2025/26</b>  Action for Officers to provide a briefing note regarding the property funds, the year they were taken out, and a better understanding of what the issues were at that time.	<b>Complete</b>  The required information will be included in the 2025/26 Mid Term Report going to the A&G meeting in November.	<b>5 November</b>	<b>SH</b>
<b>11</b>	<b>Minute 25 - Q1 Treasury Report 2025/26</b>  Action for Officers to confirm the value of the municipal buildings	<b>Complete</b>  The response has been circulated to members.	<b>5 November</b>	<b>Assets</b>

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<b>12</b>	<b>Minute 26 - Work Programme</b> Action for Officers to provide a list of assets owned by Boston Borough Council.	<b>Complete</b> Council assets listed at: <a href="https://www.boston.gov.uk/media/20980/Property-Asset-Register/pdf/Asset-Register-2021.pdf?m=1659352557073">https://www.boston.gov.uk/media/20980/Property-Asset-Register/pdf/Asset-Register-2021.pdf?m=1659352557073</a>	<b>5 November</b>	<b>Assets</b>
<b>13</b>	<b>Additional</b> Action for Democratic Services to submit the Minutes to a future Full Council meeting.	<b>Complete</b> The draft minutes have been submitted to Full Council on 10 <sup>th</sup> November 2025.	<b>5 November</b>	<b>RF</b>