

	Recommendation	Action taken	Timescale	Responsibility
1	To ensure the Terms of reference explicitly address the core areas of counter fraud and corruption, value for money, ethics and standards, and financial management.	To be looked at as part of the constitution review during 2024	07/24	Constitutional Working Group
2	To arrange an annual meeting between the A&G committee and the external auditors.	First one to take place this May	Suggestion of before or after the first meeting of the municipal year	Democratic Services to liaise with External Auditors
3	An annual self-assessment of effectiveness of the A&G Committee to be undertaken	To be done each January and content/questions adjusted as necessary	January each year	Assistant Director – Governance & Internal Auditors
4	To ensure an evaluation of knowledge, skills and the training needs of the Chair and committee members happens annually as part of the self-assessment process.	To be done each January as part of the self-assessment to be adjusted to ensure all relevant areas are covered.	Annually in January as part of the self-assessment	Assistant Director – Governance & Internal Auditors
5	To have short, focused training and support sessions either at the start or end of each A&G meeting.	For 24/25 this should cover risk, treasury management, A&G roles and functions, organisational knowledge, and general updates.	Every meeting	Democratic Services and Chair of A&G (plus relevant officer to provide the training/support/update)
6	For the Chair and Vice Chair of A&G to meet with the Leader and Finance Portfolio Holder twice a year	To be arranged between members.	May and November each year	Chair of A&G