

### Progress Report – Finance and Corporate Governance Committee

Item	Progress
<b>Risk assessments</b>	All new risk assessments being completed in new format. Finance Risk Assessment updated to include internal audit recommendations
<b>BACS Payment of salaries</b>	BACS payment provision set up by Town Council's bank awaiting notification from Shropshire Council on when it will be used for payroll.
<b>Training</b>	Hoffmann, Fundamentals for Councillors 6.10.21 Code of Conduct training completed 23.9.21 – link sent to all councillors not able to attend
<b>Policy Review</b>	Not yet received from Shropshire Council chased for an update three times
<b>VAT</b>	2nd quarter VAT to be claimed
<b>GDPR</b>	Staff continue to work to principals of GDPR. CCTV guidelines for third party viewers currently being drafted.
<b>Office move</b>	Next door office now cleared by Shropshire Council awaiting formal licence and date for computer and telephone equipment relocation
<b>Cyber policy</b>	Deferred until new it equipment installed after office move.
<b>Covid-19</b>	Staff continue to follow guidelines regular lateral flow tests and risk assessments for office working.