

ACTION SHEET – BCP AUDIT AND GOVERNANCE COMMITTEE

Last updated – 7 October 2025

Minute number	Item	Action Items remain until action completed.	Who	Outcome
Meeting Date: 24 July 2025				
18	Public Issues	Create landing page on Council website for interim and final reports on BCP Future Places investigation, including report appendices and all Freedom of information (FOI) information received.	Head of Audit & Management Assurance	To be created after meeting on 6 November 2025
19	Carters Quay update* *see also Forward Plan	Add areas of focus raised during discussion to the list of relevant considerations in paragraph 7 of report and circulate revised list to committee members within two months	Director, Investment & Development	Circulated 7/10/25
		Include revised list with information requested in next report to committee	Director, Investment & Development	Will be included and responses provided within next report, timings subject to confirmation by Chair
		Impact of current situation on local residents living next to the site to be referred to the Environment and Place Overview and Scrutiny (O&S) Committee* for consideration. *Note: Subsequently clarified that the appropriate committee in terms of remit was the Overview and Scrutiny Board and therefore redirected.	Democratic Services	Referral considered by O&S Board on 22/9/25 and agreed to include this item (in a form to be determined by Chair in consultation with officers) when scrutinising the Cabinet report on Carters Quay at December's O&S Board.

22	Treasury Management	Arrange date for Treasury training session for committee members, intended to be delivered by external consultants who support Council with its Treasury management	Assistant Chief Financial Officer, in consultation with Chair	In progress, date in November to be confirmed shortly
24	Risk Management – corporate risk register update	CR27 – include completion dates and further information on how risk is managed	Risk & Insurance Manager	The significant actions have been updated and due dates are now provided. Details of how the risk is being mitigated and managed are included on the latest risk update to be provided in October 2025.
		CR20 – check with riskowner on how risk is communicated to public and circulate response	Risk & Insurance Manager	Update awaited from Risk Owner.
26	Local Government and Social Care Ombudsman report* * see also Forward Plan	Circulate details of all bodies which local authorities are regulated by.	Chief Executive to delegate	Uploaded to A&G Teams channel 7/10/25
29	Annual Breaches of financial regulations and Procurement Decision Records report	Ask Procurement and Contract Management Board to reflect on points raised by committee in discussion	Chief Financial Officer	Discussed with Procurement and Contract Management Board on 11/08/25 as part of ongoing / learning process.
32	Annual Governance Statement and Annual review of Local Code of Conduct	Invite Chair of Standards Committee to future meeting to appraise on councillors training	Monitoring Officer	In progress
		Cybersecurity – issue a reminder to councillors on the process to follow if suspicious email received.	Chief Executive to delegate	Reminder issued 1/10/25

33	Forward Plan	Agree which committee date to schedule Carters Quay report in Quarter 4 and advise committee members	Chair and Vice Chair	To be agreed
		Liaise with Chair on scheduling of Ombudsman reports	Monitoring Officer	In progress
		Add External Auditor training to Forward Plan for October 2025	Head of Audit & Management Assurance	Training arranged prior to 16/10/15 committee meeting at 5.00pm