

Minute no	Item	Action Items remain until action complete	Who	Outcome
<b>Meeting date: 3 December 2025 (Additional meeting) - Draft BCP FuturePlaces Investigation Report (Scope Items 1 to 8)</b>				
74	<b>Scope 6. Council oversight of BCP FuturePlaces Ltd</b>	<p>6.1 Officers to seek clarification on the circumstances when draft documents are / are not exempt from FOI requests</p> <p>6.4.11 - 6.4.13 Add to Forward Plan an update on the progress of shareholder governance arrangements and lessons learnt, following on from 2 October 2024 Cabinet update report on Council Owned Companies Shareholder Governance Review</p>	MO?	
	<b>Scope 8. Lesson Learnt Update</b>	Same as 6.4.11 - 6.4.13 above	HAMA /MO?	
	<b>Next Steps</b>	<ul style="list-style-type: none"> <li>Committee Members to send questions for relevant stakeholders involved in FuturePlaces to the Chair asap</li> <li>Chair to seek advice of the Monitoring Officer on the phrasing of questions and then arrange for final list to be circulated to Committee</li> <li>Issue written questions to the relevant stakeholders week ending 12 December 2025 and seek written responses by mid January 2026</li> </ul>	Committee Members / Chair in consultation with MO	In progress – Chair has updated Members on amended timescale for issuing questions to be after the Christmas/New Year period
		<ul style="list-style-type: none"> <li>A final report to be presented to the Committee in early 2026, comprising a Forward from the Chair (a draft of which to be shared with the committee), the draft Internal Audit investigation report and a compilation of responses from relevant stakeholders</li> </ul>	Chair / Committee	

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		<ul style="list-style-type: none"> <li>• Recommendations to be finalised and agreed by the Committee and referred to Cabinet and Council</li> </ul>		
<b>Meeting date: 27 November 2025 (non-core meeting)</b>				
66	<b>External Auditor (EA) – Auditor's Annual report 2024/25 (Value for Money arrangements report)</b>	Liaise with Chief Financial Officer on whether more regular VFM updates required	EA	
		Review DSG related chart on page 20 to make comparative data more meaningful	EA	
		Send to all councillors the link to the Treasury Management training session held on 20 November 2025	Democratic Services	Circulated on 28.11.25
68	<b>Action Sheet</b>	Arrange for Improvement Recommendation 2 (Governance) in External Auditor's Value for Money arrangements report to be referred to Constitution Review Working Group.	Chair	
<b>Meeting date: 6 November 2025 (Additional meeting) - Draft BCP FuturePlaces Investigation Report (Scope Items 1 to 8)</b>				
60	<b>Scope 5. Items requiring specific assurance</b>	5.5 Seek clarity on when exactly a councillor's term of office ends after an election.	MO	
<b>Meeting date: 16 October 2025 (core meeting)</b>				
47	<b>Treasury Management Monitoring update for Quarter 2, 2025/26</b>	Provide breakdown of debt in diagrammatic/chart form in future reports. Chair to collate suggestions from committee and discuss with Assistant CFO a resource appropriate way of presenting.	Chair/Assistant CFO	Under consideration for a future Cabinet finance report

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		Consider whether further letters to MPs and the Government are required, including the offer of support from the Audit and Governance Committee, as part of management reflection on the current position in relation to the DSG and SEND	CFO	Ongoing consideration as part of 2026/27 Budget process and regular finance reports to Cabinet.
49	<b>Risk Management - Corporate Risk Register Update</b>	Review target risk scores shown as red and provide further explanation on why risk is being tolerated/accepted or treated	R&I Manager	Complete - factored into the quarterly review process and will be presented to A&G at the next core meeting in January 2026
		Liaise with Chair of the Children's Services O&S Committee on arrangements for how DSG, high needs block and Corporate Risk CR02 are being monitored (possible forward plan item)	Chair	
		CR27 - seek further information from the Risk Owner and team on any available measures to secure funding	R&I Manager	Complete - factored into the quarterly review process and will be presented to A&G at the next core meeting in January 2026
		CR28 - discuss timeframes for new BCP Local Plan with the Director of Planning & Transport	R&I Manager	Complete - factored into the quarterly review process and will be presented to A&G at the next core meeting in January 2026
		Confirm which corporate risk covers asylum hotel protests	R&I Manager	Complete - factored into the quarterly review process and will be presented to A&G at the next core meeting in January 2026

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		CR16 – liaise with Risk Owner to provide further information on progress of how risk being treated, including capacity assessment due to be undertaken in December 2025.	CE – delegated to the R&I Manager	Complete - factored into the quarterly review process and will be presented to A&G at the next core meeting in January 2026
50	<b>Health and Safety Update</b>	Consider how the suggested pyramid approach to accident data could be incorporated into the next report.	Cllr M Tarling /Health and Safety Manager	
51	<b>Emergency planning and business continuity annual report</b>	Share with Chair the outcomes of South West Regional Cyber Crime Unit exercise to test Council's cyber response plan and related business continuity arrangements on 9/12/25	Emergency Planning and Resilience Manager	Debriefing being held in January 2026.
52	<b>Internal Audit – Quarterly Audit Plan Update</b>	Further explanation and assurance requested from the Service/Corporate Director for recommendations with the original target date in 2024, to be included in next report.	Deputy Chief Internal Auditor (RH)	Complete - to be factored into next Internal Audit quarterly report to A&G at core meeting in January 2026
53	<b>Annual Report of Internal Audit Counter Fraud Work and Whistleblowing Referrals 2024/25</b>	Provide further information in relation to 6% of the CIPFA assessment score not achieved and to consider whether a form of external verification was possible for future years	Deputy Chief Internal Auditor (SM)	Complete - to be factored into next Internal Audit quarterly report to A&G at core meeting in January 2026
<b>Meeting date: 24 September 2025 (Additional) PART A – Draft BCP FuturePlaces Investigation Report (Scope Items 1 to 4)</b>				
39	<b>Scope 3. Establishment and operation of BCP Future Places Ltd.</b>	3.1 Consider how it would be possible to investigate the legality and appropriateness of recruitment process for MD and senior officers.	HAMA / MO	The Monitoring Officer has a duty to take steps to address any illegality that they are aware of. The Monitoring Officer and the Head of HR at the time were involved and aware of the recruitment process and did not raise

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				legality concerns, but did suggest an open and transparent approach which should include open advertising.
		3.1 Invite former FuturePlaces officers to respond to targeted questions following conclusion of consideration of the HAMA's full report.	Chair on behalf of committee	
		3.1 Consider questions sent from Committee Members.	Chair	
		3.2 Add to enquiry list a request for Future Places' Directors perspective on absence of commissioning contract and resource agreements.	Chair	
		3.2 Clarify governance terminology in future documents to specify whether decisions lie with Cabinet, full Council, or shareholder representatives.	HAMA / MO	An agenda item for a future Shareholder Advisory Board decision. The Shareholder Operations Board will firstly discuss and formulate a proposal.
		3.3 Consider recommendation regarding a clear policy framework for Teckal companies regarding whether Council policies should be fully adopted or selectively applied.	HAMA / MO	An agenda item for a future Shareholder Advisory Board decision. The Shareholder Operations Board will firstly discuss and formulate a proposal.
		3.4/3.5/3.6 FPL Directors to be asked about items highlighted within this section, including relationship set up and expectations, provision of monthly management accounts and 'mission creep'.	Chair	

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		3.4/3.5/3.6 Recommendation to be considered regarding use and implications of the term 'draft' and the need to ensure progress could be monitored and scrutinised as appropriate.	HAMA / MO	An agenda item for a future Shareholder Advisory Board decision. The Shareholder Operations Board will firstly discuss and formulate a proposal. The proposal may be along the lines of, including in the shareholder agreement, 'shareholder will have access to all draft reports should they be requested'.

**Meeting Date: 24 July 2025 (core meeting)**

18	<b>Public Issues</b>	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.	HAMA	To be created after meeting on 3 December 2025 (or meeting that is considered final)
19	<b>Carters Quay update*</b> *see also Forward Plan	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
21	<b>Information Governance</b>	Update committee on the review by leadership team of the function of IG Information Governance within BCP Council	tbc	
24	<b>Risk Management – corporate risk register update</b>	CR20 – check with riskowner on how risk is communicated to public and circulate response	R&I Manager	Update awaited from Risk Owner
33	<b>Forward Plan</b>	Liaise with Chair on scheduling of Ombudsman reports	MO	

**RAG status:**

RED      Not yet started  
AMBER    In progress  
GREEN    Complete

**List of Abbreviations:**

CE              Chief Executive  
CFO             Chief Financial Officer  
MO              Monitoring Officer  
HAMA            Head of Audit and Management Assurance  
R&I             Risk and Insurance  
EA              External Auditor