

Minute no	Item	Action Items remain until action complete	Who	Outcome
Meeting date: 19 March 2026 (core meeting)				
113	External Audit – Auditor’s annual report 2024/25 final	Committee agreed that it would be helpful to track the recommendations in the report by receiving an update on progress in the summer.	EA & CFO	
116	Risk Management - Corporate Risk Register Update	In response to a question on CR04, it was agreed to circulate by email further information on how the Council was mitigating the risks associated with cybersecurity.	R&IM to facilitate with risk owner	Complete – sent to the Committee w/c 18/5/26
121	Forward plan	Items added to Forward Plan: <ul style="list-style-type: none"> • At least one item on FuturePlaces, scheduling to be confirmed • Risk Management Policy – extended discussion with Director on corporate risk register items relating to Children’s Services (Overview and Scrutiny committee members to be invited) • Procurement and Contract Management deeper dive into process for SMEs • Governance of the Lower Central Gardens • Governance in relation to ‘invest to save’ decisions 	HAMA	Complete added to Forward Plan <ul style="list-style-type: none"> • FP=July/Sept • Risk=July/Sept • Procurement and CM for SME’s = Sept • Gov. of Lower Gdns = Nov • Gov. of ‘invest to save’ = Nov
Meeting date: 26 February 2026 (non-core meeting)				
97	Action Sheet	Invite Cllr Bartlett to relevant meeting of Constitution Review Working Group (CRWG) when public issues discussed	Chair / DS	Complete – Cllr Bartlett is being invited to all relevant CRWGs
99	Two Riversmeet Studio	Members to email any questions on report to Chair for collation and forwarding to officers	Chair and committee members	Complete – deferred report and questions considered by committee on 19.3.26

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101	External Audit Finding report and SoA 2024/25	Consider adding an item to the Forward Plan on cybersecurity	Committee	The Chair has agreed a briefing paper will instead be circulated later in the year (approx. Sept26) due to the sensitive nature of this subject matter
		Request Head of People and Culture to circulate to committee members details of six exit packages for the £120,001 and above cost band and above 2024/25	Head of People & Culture and HAMA	Complete – email sent to committee 14.4.26
103	Risk Management Policy	Raise awareness of new Risk Management Policy with Overview and Scrutiny Chairs	Chair	
Meeting date: 27 November 2025 (non-core meeting)				
66	External Auditor (EA) – Auditor’s Annual report 2024/25 (Value for Money arrangements report)	Liaise with Chief Financial Officer on whether more regular VFM updates required	EA	Review after March 2026 committee
68	Action Sheet	Arrange for Improvement Recommendation 2 (Governance) in External Auditor’s Value for Money arrangements report to be referred to Constitution Review Working Group.	Chair	
Meeting date: 16 October 2025 (core meeting)				
49	Risk Management - Corporate Risk Register Update	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	Chairs have discussed with each other and with officers the most effective way of facilitating.

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		*At subsequent committee on 15.1.26 it was agreed to include the partial audit opinion on Out of Borough Placements in this discussion.		Committee has agreed to add item to Forward Plan (see 121 above)
Meeting Date: 24 July 2025 (core meeting)				
21	Information Governance	Update committee on the review by leadership team of the function of IG Information Governance within BCP Council	MO	Scheduled in Forward Plan for Oct26
33	Forward Plan	Liaise with Chair on scheduling of Ombudsman reports	MO	Scheduled in Forward Plan for Oct26

RAG status:

RED Not yet started
 AMBER In progress
 GREEN Complete

List of Abbreviations:

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