Minute no	Item	Recommendation made *items remain for monitoring until implementation is complete or committee agree to remove.	Recommended to *name of receiving body/ Officer, and date received	Outcome *accepted/ partially accepted/ rejected/ unknown.	Implementation updates
Recommendations from Committee meeting – insert date					

Minute no	Item	Action Items remain until action complete	Who	Outcome
Meeting date: 28 May 2026 (core meeting)				
7	**Action Sheet**	In relation to items added to the Forward Plan, contact lead Director to check progress of report on Governance of Lower Central Gardens (currently scheduled for November)	HAMA	
		Include a recommendation tracker as part of action sheet	DS	To be added as and when recommendations are agreed
9	**External Auditor – Audit Progress & Sector Update**	Committee requested that further information be provided on the financial assumptions underpinning the SEND reform programme	CFO	
11	**Governance Process for Regeneration (Carter's Quay)**	The Committee agreed that further questions and proposed recommendations would be submitted to officers, copying all Committee Members	Committee	Questions were received by the officer which will be reviewed and feed into a future report. Additional

Minute no	Item	Action Items remain until action complete	Who	Outcome
				briefings could be considered.
		Officers would respond to those points	DID & MO	
		Following consultation with the Committee, the Chair would prepare a report setting out the Committee's findings and recommendations	Chair	
		It was further agreed that officers would review that report to confirm what information could be released into the public domain	MO	
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	CFO in conjunction with other officers to bring an update report for the 30 July meeting.
Meeting date: 26 February 2026 (non-core meeting)				
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
103	**Risk Management Policy**	Raise awareness of new Risk Management Policy with Overview and Scrutiny Chairs	Chair	To be completed after July 2026 committee
Meeting date: 27 November 2025 (non-core meeting)				

Minute no	Item	Action Items remain until action complete	Who	Outcome
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	IR2 referred to CRWG and now forms a workstream which will be reported back to the Committee in due course
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)* *At subsequent committee on 15.1.26 it was agreed to include the partial audit opinion on Out of Borough Placements in this discussion.	Chair	Chairs have discussed with each other and with officers the most effective way of facilitating. 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
DID	Director of Investment and Development