

Audit and Governance Committee – Tracking Decisions 2024/25

Minute No.	Resolution	Date Due & Progress
<p>Minute 42</p> <p>Risk Management Monitoring Report November 2023</p> <p>28 November 2023</p>	<p>A SharePoint page would be created for members of the Committee, to see risk management information in near real time.</p>	<p>Date Due: January 2024</p> <p>Officer Responsible: Ross Jago</p> <p>Progress: Request formally made 1 December 2023. Chased 26 March 2024, 23 April 2024, 12 July 2024.</p>
<p>Minute 59</p> <p>External Audit – Audit Findings Report 2020/21</p> <p>12 March 2024</p>	<p>There would be an independent review into the pension transaction from October 2019 and as soon as there was information on when the review was to take place, and what its scope would be, David Northey (Service Director for Finance) would let members of the Committee know, as well as any other relevant Councillors.</p>	<p>Date Due: Ongoing.</p> <p>Officer Responsible: David Northey</p> <p>Progress: Formal request sent 13 March 2024. Update provided to the Committee at the 23 July 2024 and 10 September 2024 meetings. Further updates to be provided when possible.</p>
<p>Minute 60</p> <p>Whistleblowing Policy</p> <p>12 March 2024</p>	<p>Ross Jago (Head of Governance, Performance and Risk) agreed to provide members with an explanation as to why Councillors, agency workers and contractors were exempt from the Whistleblowing Policy.</p>	<p>Date Due: 27 March 2024</p> <p>Officer Responsible: Ross Jago</p> <p>Progress: Formal request sent 13 March 2024. Chased 26 March 2024, 23 April 2024, 12 July 2024, 12 August 2024.</p>

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Minute 60 Whistleblowing Policy 12 March 2024	It was suggested that Section 3.4 be considered for re-wording, as it put too much pressure on people to put their name to a whistleblowing report.	Date Due: 27 March 2024 Officer Responsible: Ross Jago Progress: Formal request sent 13 March 2024. Chased 26 March 2024, 23 April 2024, 12 July 2024, 12 August 2024.
Minute 60 Whistleblowing Policy 12 March 2024	Section 2.2 did not include inappropriate behaviour, so Ross Jago (Head of Governance, Performance and Risk) agreed to provide information to members on how this would be dealt with through existing HR policies, or if it needed to be included in the Whistleblowing Policy.	Date Due: 27 March 2024 Officer Responsible: Ross Jago Progress: Formal request sent 13 March 2024. Chased 26 March 2024, 23 April 2024, 12 July 2024, 12 August 2024.
Minute 60 Whistleblowing Policy 12 March 2024	It was suggested that Section 6.1 a should be changed to ‘any Councillor’.	Date Due: 27 March 2024 Officer Responsible: Ross Jago Progress: Formal request sent 13 March 2024. Chased 26 March 2024, 23 April 2024, 12 July 2024, 12 August 2024.
Minute 60 Whistleblowing Policy 12 March 2024	It was suggested that ‘MP’s’ be included in Section 6.1.	Date Due: 27 March 2024 Officer Responsible: Ross Jago Progress: Formal request sent 13 March 2024. Chased 26 March 2024, 23 April 2024, 12 July 2024, 12 August 2024.

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Minute 60 Whistleblowing Policy 12 March 2024	Ross Jago (Head of Governance, Performance and Risk) agreed to provide information to the Committee on process if the Service Director was the subject of a Whistleblowing issue.	Date Due: 27 March 2024 Officer Responsible: Ross Jago Progress: Formal request sent 13 March 2024. Chased 26 March 2024, 23 April 2024, 12 July 2024, 12 August 2024.
Minute 19 Recommendation 2 Constitutional Update 23 July 2024	Review the efficiency and effectiveness of these changes at an Audit and Governance Committee meeting in March 2025.	Date Due: 11 March 2025 Officer Responsible: Ross Jago Progress: Added to the work programme 24 July 2024 for the 11 March 2024 meeting.
Minute 23a & 23l Annual Information Governance Statement 23 July 2024	The Annual Information Governance Statement report was to be split into Part I and Part II. Furthermore, it would include benchmarking figures, if obtained, on numbers of requests.	Date Due: July 2025 Officer Responsible: John Finch Progress: Requested for the July 2025 meeting.
Minute 32 Committee Self-Assessment 10 September 2024	Councillors who had been substitutes on the Committee would be invited to complete the self-assessment.	Date Due: 17 September 2024 Officer Responsible: Ross Jago Progress: Complete. Formal request made 12 September 2024. Link shared on 12 November 2024 with all members and substitutes for the Committee since November 2022.

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Minute 40 Plymouth City Council Audit Plan 2023/24 12 November 2024	Committee members would be provided with the asset revaluation schedule and the list/value of assets revalued in 2023-24.	Date Due: 26 November 2024 Officer Responsible: Carolyn Haynes Progress: Formal requests made 12 November 2024. Information shared via email on 29 November 2024.
Minute 41 Auditor's Annual Report (Interim Version) for the year ended 31 March 2024 12 November 2024	Add Procurement Readiness Report to the work programme.	Date Due: 15 November 2024 Officer Responsible: Hannah Chandler-Whiting Progress: Complete. Added to work programme for February 2025 on 12 November 2024.
Minute 43 Internal Audit Half Year Report 2024/25 12 November 2024	Add Debt Breakdown to the work programme.	Date Due: 15 November 2024 Officer Responsible: Hannah Chandler-Whiting Progress: Complete. Added to work programme for February 2025 on 12 November 2024.
Minute 49 Risk Management Monitoring Report 12 November 2024	The Medium Term Financial Strategy, that had been published on 11 November 2024 online, would be shared with the Committee.	Date Due: 15 November 2024 Officer Responsible: Ross Jago/Hannah Chandler-Whiting Progress: Complete. Link shared with Committee members on 13 November 2024.

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<p>Minute 50</p> <p>Performance and Accountability Framework</p> <p>12 November 2024</p>	<p>Add the Data to Intelligence Strategy to the work programme for March 2025 for the Committee to review.</p>	<p>Date Due: 15 November 2024</p> <p>Officer Responsible: Hannah Chandler-Whiting</p> <p>Progress: Complete. Item added 13 November 2024.</p>
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