AUDIT AND CORPORATE GOVERNANCE COMMITTEE

Meeting Item Reference	Action Reference	Lead	Meeting Item Title	Details of action	Update on progress	Original target date	Revised target date	RAG rating/Status
				OPEN ACTIONS FOR REVIEW				
ACGC 8.2/2025.09.30	ACGC 2025/12	CB	Information Governance Quarterly Report	The Committee suggested that the FoI disclosure log on the website was out of date and required updating. CB agreed to review this with the team.	**December 2025 Update:** The FOI Disclosure Log has not been updated pending the launch of the new website. Advice received from the website programme leads was to wait until the new website was up and running before updating, currently there is a backlog of around 150 to add. Suggest a reviswed target date of 31 March 2026 when the new website wil have been activated with sufficient time to add the backlog of items to the Disclosure Log. **Request Extention to 31 March 2026.**	16 December 2025		**On Track**
				OPEN ACTIONS - IN PROGRESS BUT NOT YET DUE				
None.								
				ACTIONS RECOMMENDED TO BE CLOSED AT (30 SEPTEMBER 2025) MEETING				
ACGC 7.1/2025.09.30	ACGC 2025/07	PD/PV	Internal Audit	The Committee discussed how the Audit Briefs were developed and set and how this could be taken on board when the draft plan was developed and in year as the Audit briefs were agreed, to ensure the questions asked added value and made the best use of time and resources.	**December 2025 Update:** This will be addressed as part of the work planning for 2026/2027 between PD and the Exec Team. **Request Action is Closed.**	16 December 2025		**Request Action is Closed**
ACGC 7.3/2025.09.30	ACGC 2025/08	LB/AC	Audit Action Tracker	LB would review the Tracker for clarity and presentation ahead of the next meeting in December.	**December 2025 Update:** This has been reviewed and a new version of the Audit Tracker has been submitted to this Committee. **Request Action is Closed.**	16 December 2025		**Request Action is Closed**
ACGC 7.3/2025.09.30	ACGC 2025/9	IB	Audit Action Tracker	IB to review all outstanding actions in WorkforcePlanning Audit Report with digital dependencies and report back at the next meeting.	**December 2025 Update:** IB reviewed the Audit recommendations relating to digital and data, and this has been incorporated into the report presented to LT and ACGC at this meeting. **Request Action is Closed.**	16 December 2025		**Request Action is Closed**
ACGC 7.3/2025.09.30	ACGC 2025/10	LB	Audit Action Tracker	The Committee agreed to remit Action recommendation 559 - Workforce Planning to the next People and Organisational Development Committee meeting on October 14 to assess its impact and progress.	**December 2025 Update:** This was taken to POD on date and an update was included in the Action Tracker Report submitted to this meeting. **Request Action is Closed.**	16 December 2025		**Request Action is Closed**
ACGC 8.2/2025.09.30	ACGC 2025/11	CB	Information Governance Quarterly Report	CB agreed to include metrics which demonstrated the continued benefits from the Records Management Project implementation in future Quarterly Reports.	**December 2025 Update:** The current Report described the development process underway in these areas to deliver the metrics requested. These will be included in future Reports. **Request Action is Closed.**	16 December 2025		**Request Action is Closed**
ACGC 8.2/2025.09.30	ACGC 2025/13	LB	Bi-Annual Governance Updates	LB agreed to investigate whether declaring individual gift values would be more transparent on the Gifts and hospitality Register	**December 2025 Update:** This will be reflected when the review of the Policy is undertaken in 2026. **Request Action is Closed.**	16 December 2025		**Request Action is Closed**