

Completed Audit and Governance Committee Action Log 2025/26

Action Number	Date of Meeting	Title	Action	Action Owner	Status/ Outcome	To be completed by	Completed
74	04/09/24	Information Governance performance report	That an update on the repeated themes published within FOIs/EIRs to be provided in future reports to A&G	Lorraine Lunt	Future reports to A&G to include themes and link(s) to published disclosure logs Freedom of Information Responses Disclosure Log – City of York Council (https://www.york.gov.uk/FOIDisclosureLog) and York Open Data York Open Data – City of York Council York Open Data – City of York Council (https://www.york.gov.uk/information-management/york-open-data)	Ongoing	Ongoing
84	27/11/24	Audit and Counter Fraud Progress Report	Regarding Annex 5 - Section 106 agreements - To provide further information on what proportion of total monies was reflected on EXECOM.	Bryn Roberts / Becky Eades		Ongoing	No
86	27/11/24	External Audit Plan (Audit Strategy Memorandum) 2023/24	Future reports to contain a detailed definition of the roles of the audit team	Mark Outterside (Forvis Mazars)		Ongoing	No

93	14/05/25	Data security	Email to be shared with all members to remind them about the importance of using CYC devices for Council business and the dangers associated with using other devices.	Lorraine Lunt	<p>There was also the request for user training for Cllrs which I will work with Roy Grant/ICT on arranging.</p> <p>I will send out the guidance for Cllrs on their roles/responsibilities under data protection and check what is available from the previously provided training and guidance as part of the Members Induction programme to see if it is available to all on MyLo and if not, get it put onto MyLo.</p>	30/09/25	No
94	14/05/25	Improving ways of working	To explore the possibility of a Member working group to identify best practice from Audit and Governance Committees at other local authorities.	Julie Gallagher	A briefing note on best practice has been provided to the Committee and attached to the 28 January 2026 agenda.		No
96	30/07/25	KCR Local Plan	Officers were requested to review whether a new KCR is required for the delivery of the local plan or whether this is sufficiently covered across the Council's other KCRs	Debbie Mitchell/ Claire Foale	Officers have considered points raised and reviewed again the risks. The risks associated with a failure to update the Local Plan do not require a specific KCR.		Yes
102	03/09/25	KCR Changing Demographics	To share with the Committee the updated data set relating to KCR 4 Changing Demographics.	Sara Storey			No
103	03/09/25	Planning Committee	To add to the Committee work plan to review the affect of planning committee changes in autumn 2026.	Bryn Roberts	Will be added to the Committees 2026/27 work plan .	30/11/26	No

104	12/11/25	Independent Members	Officers to put out new adverts for independent members on A&G and Joint Standards.	Bryn Roberts	Applications closed on 31st December. Applications have been received, interviews delayed because of the by-election but expected to take place week commencing, 19th Jan.		No
105	12/11/25	Constitution Review	To establish a Constitution Working Group to review Appendix 8 of the Constitution- Public Participation Protocol	Bryn Roberts	A meeting of the Constitution Working Group took place on 22nd January, to review the Public Participation Protocol, feedback from the working group will be provided at the meeting.		No
106	12/11/25	Community Governance Review	The Committee recommends that the Audit and Governance Committee post the 2027 Council Election consider adding a Community Governance Review to its work plan to explore options for a review.	Audit and Governance Committee	On hold until completion of the Boundary Commission review and the new ward patterns have been embedded after the 2027 local elections.		On Hold

Completed Audit and Governance Committee Action Log 2025/26

Action Number	Date of Meeting	Title	Action	Action Owner	Status/ Outcome	To be completed by	Completed
68	08/08/24	Report on the extension and subsequent termination of the Early Intervention and Prevention Contract with the Salvation Army	That the Director of Governance commission an internal audit investigation of the council's contract management provision, following discussion with the Chair and Vice-Chair on the observations identified at the meeting on 8 August 2024 and ensuring the process followed to the point of cessation of the Salvation Army contract was included in the review.	Bryn Roberts/Max Thomas	The internal audit report has been issued with a limited assurance opinion (see internal audit progress report). An action plan has been agreed with management to address the issues identified by internal audit.	30/07/25	Yes
83	14/10/24	Report of the Monitoring Officer on suggested Constitutional changes.	That all Honorary Aldermen and Alderwomen be informed annually on the dates of Full Council.	Rob Flintoft	Dates to be issued following approval of the 2025/26 corporate calendar at Full Council. Instructions given - to remain on the action plan until after Annual Council has taken place.	22/05/25	Yes
85	27/11/24	Audit and Counter Fraud Progress Report	Regarding Annex 8, the Health and Safety internal audit report actions, Members to receive assurance from Veritau and CYC officers that the actions were being tracked and implemented	Max Thomas (Veritau)	With one exception, all the actions have been completed by the relevant service areas. The exception relates to the inclusion of specific wording in job descriptions to reflect the health and safety responsibilities of different roles. HR has confirmed that this action is being progressed.	Ongoing	Yes
95	30/07/25	Assests for Disposal	External Audit Progress Report made reference to £23m worth of assests for disposal. Officers to confirm what is included with in this list of assests to the Committee.	Debbie Mitchell	Information sent by email	07/08/25	Yes
97	30/07/25	External Debt	Officers to provide greater detail on the increase in external debt from 24/25 to 25/26.	Debbie Mitchell	Increase is due to increase in capital programme following slippage.		Yes

98	30/07/25	Audit and Governance Work Plan	Chair and Officers to review whether some of the Committee's January items can be moved to other Committee dates.	Chair/ Bryn Roberts/ Robert Flintoft	Internal audit report, Counter fraud report, and Improving ways of working reports to be delayed to March; Independent person recruitment report to be a verbal update as part of action log item.		Yes
99	30/07/25	Council Communications	Committee to recommend that Corporate Scrutiny review the Council's developing Communications Strategy. Internal Audit Report to be shared with Corporate Scrutiny Committee. Officers to provide feedback to the Committee on progress against the Audit report.	Robert Flintoft/ Debbie Mitchell	Emailed Cllrs Hollyer & Fenton, plus Claire Foale and Mike James to have a discussion and take forward as appropriate.		Yes
100	30/07/25	Member Induction Programme/ Trainning.	To share Member induction Programme Internal Audit Report with Joint Standards Committee to support work on Member Trainning and Induction.	Robert Flintoft/ Bryn Roberts	Report shared with the new Member working group on Member trainning and inductions.		Yes
101	30/07/25	Savings Plan	To Share Savings Plan Internal Audit Report with the Budget task and finish group.	Robert Flintoft/ Debbie Mitchell	Will be shared with task and finish group at their meeting 4th September.		Yes