Report name	Report Finalised (Date)	Report ref	t Action ref	Management Action	Action Lead	Original agreed implementation Date		Categorisati on	Status	Evidence/Commentary
ubsidiary Company Governance				company serves, financial projections, and the company's management structure. Where companies are project focused, the CPCA will consider whether business cases fulfil the role of a business plan, or whether a separate plan is required.Furthermore, the CPCA will ensure that these business plans (and	Subsidiary company Boards (SRO for each)	28-Feb-23	30-Jul-23	High	Overdue	Business Plan completed for Growth co. PropCo1 complete. For PropCo2 likely to be completed in July 2023.
ta protection - Deep dive	23/11/2022			The Code of Conduct for Business Board Members, Committee or Sub-Committee Members will be updated to cover Data Protection expectations. Following this, the Authority will ensure that the Code of Conduct is signed in a timely manner, with non-compliance being escalated accordingly.	DPO/Scrutiny Officer	30-May-23	30-Sep-23	Medium	Overdue	Code of Conduct forms updated.
ita protection - Deep dive	23/11/2022			The Authority will ensure that as part of Member induction, data protection is covered. This will include gaining assurance that the Member has completed data protection training at their respective organisations.	DPO/Scrutiny Office	· 30-May-23	30-Sep-23	Medium	Overdue	Code of Conduct forms and Member induction programme information complete. DPO contacted all constitutent councils to ascertain dates when their members had undertaken training. Most of the constitutent councils carry out training for members.
Payroll	23/11/2022			Payroll Reconciliation Working Papers will be independently reviewed monthly to ensure that the exercise is being appropriately undertaken. Furthermore, where variances are identified, these will be investigated and cleared within a timely manner.	Assistant Director of Human Resources	31-Mar-23	31-Oct-23	Low	Overdue	To be discussed with Finance. Quarterly check to be implemented.
ita	Governance protection - Deep dive protection - Deep dive	Governance protection - Deep dive protection - Deep dive 23/11/2022 23/11/2022	Governance protection - Deep dive protection - Deep dive 23/11/2022 23/11/2022	protection - Deep dive 23/11/2022 23/11/2022	sidiary Company Governancecompanies, including key information such as the company's purpose, output, the need which the company serves, financial projections, and the company's management structure. Where companies are project focused, the CPCA will consider whether business cases fulfil the role of a business plan, or whether a separate plan is required. Furthermore, the CPCA will ensure that these business plans (and business cases where relevant) are being reviewed and updated periodically, in line with each company's Shareholder Agreement.protection - Deep dive23/11/2022The Code of Conduct for Business Board Members, Committee or Sub-Committee Members will be updated to cover Data Protection expectations. 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