

Audit and Governance Committee Action Sheet 2020/21

Meeting Date	Action	Officer	Delegated officer	Completed
26 May 2020	CLOSED ACTIONS			
	Chief Executive to provide detail on the Local Transport Plan and how it relates to Peterborough	Kim Sawyer (CEO)		Provided in advance of 31 July 2020 meeting.
	Any changes to the membership of the Committee to be reported to the next meeting.	Robert Fox		Completed on agenda.
	A paper regarding Internal Audit provision following the cessation of the Service Level Agreement with Peterborough City Council would be presented to the next meeting	Jon Alsop		Completed on agenda.
	Action Sheets to be presented to future meetings in a format that more clearly distinguished open and closed actions	Robert Fox		Completed on agenda
	The Chair asked that the final statement of accounts be forwarded to members in advance of the publication deadline for the 31 July 2020 Committee meeting.	Jon Alsop		Completed
	A member requested further detail on the loans provided and who they were to as there are likely to be questions prompted by this	Jon Alsop		Completed on agenda

	The s.73 Officer agreed to make sure that the notes to the accounts provided context to the section on salaries and salary related payments, as this was likely to be an area of public interest	Jon Alsop		Completed on agenda
	The final statement of accounts notes would provide context to salaries and salary related payments	Jon Alsop		Completed on agenda
	A further update on External Audit requested for 31 July 2020 meeting	Ernst & Young		Completed on agenda
	The next Committee meeting on 31 July 2020 be presented with an updated risk register. That update should highlight the top three or four risks and show where risks were increasing or decreasing	Francesca Houston		Completed on agenda
	The presentation of the work programme be developed to improve clarity	Robert Fox		Completed on agenda
	Protocols for agreeing changes to the Audit Plan and developing future plans would be included as part of the next report to Committee in December 2019.	Steve Crabtree/Jon Alsop		Completed.
	OPEN ACTIONS			
	The Annual Report of the Chair of the Audit & Governance Committee for 2019/20 to the CA Board on 3 August 2020	John Pye (Chairman)		5 August 2020 (revised CA Board date)
	The Independent Commission on Climate Change would be commencing its work shortly. The Chair asked that climate change be included on the Risk Register	Francesca Houston		Ongoing

	There should be ongoing work to present the Risk Register in a legible format	Francesca Houston		Ongoing
	There be a future development session for the Committee on Trading Companies	Robert Parkin/ Rochelle White		To be timetabled
	A response would be provided to the Committee related to the employment status of the Trading Companies Company Secretary	Robert Parkin		Verbal confirmation to be provided at 31 July 2020 meeting
	Future 'to note' items are sent to members in advance of Committee publication deadlines	Robert Fox		Ongoing
	The Committee agreed to an independent review of the Lancaster Way Traffic Scheme	John Pye (Chair)/Robert Parkin/Jon Alsop		Chair's Announcement at 31 July 2020 meeting
	Value for Money Workshop	Robert Fox/Jon Alsop		October 2020
	Adult Education Budget A & G requested a landscape view on areas where money has been contracted and the Combined Authority has the authority/obligation that standards are met.			October 2020
	Update from the Data Protection Officer Update to include data on aspects such as the volume of data, any requests for erasure etc.	Robert Parkin	Rochelle White	December 2020