

GOVERNANCE COMMITTEE

22 SEPTEMBER 2014

UPDATE ON DECISIONS

Item No.	Agenda Item or Minute Number	Decision	Governance Date Originates	Lead Officer	Update
1.	G.13 INTERNAL AUDIT ANNUAL REPORT	<p><u>Reminder from minute content :-</u> A proposed training schedule was circulated to Members of the Committee. The dates are to be confirmed but it was agreed Wednesdays at 5.00 pm would be a convenient time:-</p> <p>The Head of the Consortium is also proposing to run three training workshops, dates and times to be confirmed:-.</p> <p>Evaluating Statements of Assurance – half-day Reviewing the Annual Audit Plan – half day Evaluation of the Performance of the Head of Internal Audit – half day</p>	240613	RG	<p>Annual Report on Internal Audit held prior to this Committee Meeting.</p> <p>Training Workshops incorporated into Member's Calendar.</p> <p>Rachel to speak with Chair about how to best to deliver the training and when</p>
2.	G.17. CONSTITUTION REVIEW 2012/13 – FOLLOW UP	(2) The next Planning Committee training session include reiterating and reinforcing good practice and respect for colleagues when dealing with excessive lobbying and similar approaches;	240613	AT/ VW/ JW	Identified an external training provider to do two sessions for the Committee, which will be specifically designed to address our needs and circumstances, including this issue. Currently we are liaising with the training provider and the Committee to identify delivery dates.
3.	G.78 HOUSING BENEFIT SERVICE – PERFORMANCE	An open and transparent report on the progress to be presented at the September 2014 Meeting.	020414	HR	Item on 22 September 2014 Agenda.

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	REPORT				
4.	G.81 REVIEW OF THE CORPORATE COUNTER- FRAUD STRATEGY	(1) The revised Corporate Counter-Fraud Strategy be approved and referred to the Full Council for adoption the Constitution. (2) A review and update of the Whistleblowing Policy be presented to a future meeting of this Committee.	230614 230614	RG AT	Approved at Full Council on 16 July 2014 Developing in line with Harborough D C who have a deadline of December 2014 being worked towards so will bring to next Governance Meeting after that which is 11 February 2015.
5.	G.86. AWARD OF MERIT SCHEME: AWARDEES 2013/14	The Task Group is requested to review the Award of Merit Scheme in 2014/15.	020414	AT	Task Group to consider at its first Meeting.
6.	G.5. UPDATE ON DECISIONS	The Terms of Reference for the Award of Merit Scheme be presented at the September 2014 Meeting.	230614	AT	Item on 22 September 2014 Agenda.
7.	G.6. INTERNAL AUDIT ANNUAL REPORT	An extract of the Summary of Internal Audit Work be disseminated to the relevant Officer(s) to update for the September Meeting.	230614	DG	Update provided at Appendix 4 of the Internal Update Report.
8.	G.7. INTERNAL AUDIT UPDATE 2013/14	The Head of Communities and Neighbourhood to present a report on the Civil Emergency Disaster	230614	HR	To be presented at 18 November 2015 Committee Meeting.
9.	G.8. FRAUD LOG	Officer to bring forward proposals for future delivery of fraud investigations later in the year.	230614	HR	To be presented at 18 November 2015 Committee Meeting.
10.	G.9. ANNUAL GOVERNANCE STATEMENT	Training be arranged on Data Protection and the Human Rights Act for Members A key to be incorporated into the Compliance Grid.	230614 230614	AT	Dates to be advised. Actioned.

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		relating to the 'Recorded Vote' remain unchanged.			

Key to Officers

MT	Management Team	HR	Head of Communities
LA	Chief Executive	JW	Head of Regulatory Services
KA	Strategic Director (KA)	VW	Solicitor to the Council
CM	Strategic Director (CM)	MO	Monitoring Officer
DG	Head of Central Services		
AT	Head of Communications		

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