GOVERNANCE COMMITTEE

22 SEPTEMBER 2014

UPDATE ON DECISIONS

Item No.	Agenda Item or Minute Number	Decision	Governance Date Originates		Update
1.	G.13 INTERNAL AUDIT ANNUAL REPORT	Reminder from minute content:- 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:- The Head of the Consortium is also proposing to run three training workshops, dates and times to be confirmed: 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	240613	RG	Annual Report on Internal Audit held prior to this Committee Meeting. Training Workshops incorporated into Member's Calendar. Rachel to speak with Chair about how to best to deliver the training and when
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-	(1) The revised Corporate Counter-Fraud Strategy be approved and referred to the Full Council for adoption the Constitution.	230614	RG	Approved at Full Council on 16 July 2014
	FRAUD STRATEGY	(2) A review and update of the Whistleblowing Policy be presented to a future meeting of this Committee.	230614	AT	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	230614	AT	Dates to be advised.
		A key to be incorporated into the Compliance Grid.	230614		Actioned.

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11.	G.12. PAYMENT FOR PARISH REPRESENTATI VES WHEN DEALING WITH PARISH COUNCILLOR COMPLAINTS	That it be recommended to the Full Council that the Welland Independent Remuneration Panel be requested to consider an allowance for the Parish Representatives when they are involved in a Governance Sub Committee Meeting.	230614	AT	Full Council on 16 July 2014 approved referral to the Welland Independent Remuneration Panel Awaiting the panel's findings
12.	G.13. CONSTITUTION UPDATE 2014/15	(1) The Procedure Rule relating quoracy be amended as shown at 7.2 below so that the rule reflects the position with the Governance Sub Committees and refer the same to the Council for adoption and inclusion in the Council's Constitution. 7.0 QUORUM 7.1 The quorum of a Council meeting will be at least half of the whole number of members. During any meeting if the Mayor counts the number of members present and declares there is not a quorum present, then the meeting will adjourn immediately. Remaining business will be considered at a time and date fixed by the Mayor. If he/she does not fix a date, the remaining business will be considered at the next ordinary meeting. 7.2 In respect of committees and sub-committees quoracy be a minimum of 4 members or 25% of the whole number of members, whichever is the greater except in the case of the Governance Sub Committees 1 and 2 which are quorate with 3 Members. (2) the Scheme of Delegation to the Head of Regulatory Services be amended at items 48 and 49 as set out in Appendix A and be referred to the Council for adoption and inclusion in the Council's Constitution.	230614	AT	Full Council on 16 July 2014 approved the amendment to the Procedure Rule Full Council on 16 July 2014 approved the amendment to the Scheme of Delegation to the Head of Regulatory Services.
		(3) the Procedure Rule			

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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		G
AT	Head of Communications		

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