

GOVERNANCE COMMITTEE

31 March 2015

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 original 220914	RG	<p>Training session on Corporate Governance did take place before the Governance Committee on 11th February 2015.</p> <p>Agreed by Members that all other training sessions will be deferred to 2015/16 following the Elections.</p>
2.	G.78 HOUSING BENEFIT SERVICE – PERFORMANCE REPORT	An open and transparent report on the progress to be presented at the September 2014 Meeting.	020414 220914	HR	Update report to be presented to the Committee March 2015.
3.	G.81 REVIEW OF THE CORPORATE COUNTER- FRAUD STRATEGY	A review and update of the Whistleblowing Policy be presented to a future meeting of this Committee.	230614	AT	Completed.
4.	G.8. FRAUD LOG (Single Fraud Investigation)	Officer to bring forward proposals for future delivery of the single fraud investigation scheme.	230614	HR	On-going, Currently being drafted and will be presented at an appropriate Committee Meeting.
5.	G.9. ANNUAL GOVERNANCE STATEMENT	Training be arranged on Data Protection and the Human Rights Act for Members	230614 220914	AT	To be revisited after the May 2015 Elections and to be included within the

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					Induction Process.
6.	G.12. PAYMENT FOR PARISH REPRESENTATIVES 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	Completed.
7.	G.20. Update on Decisions	Cllr Slater asked on the progress of his request for information to be provided to Members which shows the standby and emergency numbers for the appropriate trained staff with indication of who should be called in the event of an emergency. The Monitoring Officer reassured him this was in hand on the Management Team Action Plan. It was decided this should be added back on to this Committee's list of actions to follow up.	220914	JW/H R	A card has been produced for members to carry in order to provide ease of access to contact numbers in an emergency. More fundamental changes to arrangements for out of hours and emergency notification are the subject of a report to PF&A committee on 27 Jan 2015. Cards to be circulated at this Meeting.
8.	G.38. Performance on Raising Orders	An updated report to be presented to the Governance Committee following the Elections.	181114	DG	
9.	G.40. Protective Marking	The Head of Communication instigate a programme of training for the use of the Protected Marking Scheme.	181114	AT	Training drafted and will be available on MIKE by end of May 2015.
10.	G.60 Urgent Business 1. Planning Committee – Role of Ctte member and Ward Cllr	The Monitoring Officer in consultation with the Head of Regulatory Services and Solicitor to the Council, to review the Code of Conduct for Members dealing with Planning Matters in respect of the Planning Committee	110215	AT	To be presented at the Meeting in June 2015.

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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		