

GOVERNANCE COMMITTEE

29 JUNE 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	RA	Agreed by Members that all other training sessions will be deferred to 2015/16 following the Elections.
2.	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.
3.	G.9. ANNUAL GOVERNANCE STATEMENT	Training be arranged on Data Protection and the Human Rights Act for Members	230614 220914	AT	Data Protection training for Members has been arranged for Wednesday 9 September 2015 starting at 5.30pm.
4.	G.38. Performance on Raising Orders	An updated report to be presented to the Governance Committee following the Elections.	181114	DG	This will be presented to the September meeting of this committee.
5.	G.40. Protective Marking	The Head of Communication instigate a programme of training for the use of the Protected Marking Scheme.	181114	AT	Protective Marking training – this has been awaiting the changes to the MIKE system.

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6.	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	Report at this Meeting.
7.	G.68 Housing Benefit processing and Performance Management	2.3. 6 Monthly Review report to be brought to this committee.	310315	RB/M S	To be presented at the Meeting in November 2015.
8.	G.69 Code of Conduct Update	2.2. Monitoring Officer to contact the Parish Council regarding Audit Reports. 2.3 Monitoring Officer to write to Independent Persons expressing the Committee`s gratitude for the work they carry out.	310315	AT	Letter sent June 2015. Letters sent June 2015.
9.	G.71 Award of Merit Scheme	(3) Officers be asked to look at the rule 7 and bring back to a future meeting.	310315	AT	Terms of Reference for consideration at this meeting including opportunity to review rule 7

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		