

AGENDA ITEM 5**GOVERNANCE COMMITTEE****28 JUNE 2016****UPDATE ON DECISIONS**

Item No.	Agenda Item or Minute Number	Decision	Governance Date Originates	Lead Officer	Update
1.	G.40. Protective Marking	The Head of Communications 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. Module is in final stages of development. This work has been delayed due to staff shortages. A new member staff has now been appointed, with a July 2016 start date and this piece of work will be given high priority.
2.	G.68 Housing Benefit processing and Performance Management	2.3. 6 Monthly Review report to be brought to this committee.	310315	HR/ (RB/ MS)	Report at this meeting
3.	G39 : Internal Audit Update	(1) with regard to the outstanding action of updating and communicating the Business Continuity Plan, Management Team consider the issue and the Leader and Deputy Leader be involved in setting the way forward.	231115	JW	Updated BCP was presented to MT on 1/2/2016 and MT determined that 3 workshop sessions are required looking at business impact, priority services and service recovery. Dates have been scheduled for the 11 July 2016 and 5 Sept 2016 with the third still to be arranged.

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4.	G54 : Leicester City Council Fraud Partnership	(3) there be a report back to this Committee on progress six months after implementation.	010216	HR	Scheduled for November 2016 Gov Cttee meeting
5.	G55. Review of Member Complaints Process	(1) a Task Group consisting of 5 Members be set up with the remit to review the Member Complaints Process and report back to the Committee on its findings	010216	MO	The Task Group met on 140416 and on 120516. Report at this meeting
6.	G64. INTERNAL AUDIT UPDATE	With regard to Sundry Debtors and Debt Recovery, Members noted their concern and requested there be a report back to the Committee by the Head of Communities and Neighbourhoods on the Council's arrangements;	070416	HR	Report at this meeting

Key to Officers

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