

Agenda



Rural Capital of Food

Meeting name	Governance Committee
Date	Tuesday, 27 March 2018
Start time	6.30 pm
Venue	Parkside, Station Approach, Burton Street, Melton Mowbray LE13 1GH
Other information	This meeting is open to the public

Members of the Governance Committee are invited to attend the above meeting to consider the following items of business.

Edd de Coverly
Chief Executive

Membership

Councillors P. Cumbers (Chair) J. Simpson (Vice-Chair)
T. Beaken M. Blase
P. Chandler J. Douglas
P. Faulkner A. Freer-Jones
M. Glancy J. Illingworth

Substitutes M. Graham T. Greenow

Quorum: 4 Councillors

Meeting enquiries	Catherine Richards
Email	crichards@melton.gov.uk
Agenda despatched	Monday, 19 March 2018

No.	Item	Page No.
1.	APOLOGIES FOR ABSENCE	
2.	MINUTES To confirm the minutes of the meeting held on 6 February 2018.	1 - 10
3.	DECLARATIONS OF INTEREST Members to declare any interest as appropriate in respect of items to be considered at this meeting.	11 - 12
4.	RECOMMENDATIONS FROM OTHER COMMITTEES There are no recommendations from other Committees.	
5.	UPDATE ON DECISIONS There are no outstanding decisions to consider at this meeting.	
6.	INTERNAL AUDIT UPDATE The Head of Internal Audit to submit a report to update Members on progress made in delivering the 2017/18 Annual Audit Plan and key findings arising from audit assignments completed.	13 - 30
7.	INTERNAL AUDIT ANNUAL PLAN 2018/19 The Head of Internal Audit to submit a report which provides the Committee with a copy of the draft Internal Audit Plan for 2018/19, for review and formal approval, in line with the requirements of the Public Sector Internal Audit Standards.	31 - 44
8.	LOCAL GOVERNMENT ASSOCIATION GOVERNANCE REVIEW The Chief Executive to submit a report which provides the Committee with the Local Government Association's Governance Review report and recommendations, enabling Members to consider initial next steps.	45 - 56
9.	GENERAL DATA PROTECTION REGULATIONS UPDATE The Monitoring Officer to submit a report advising Members of the current state of preparations to implement the EU General Data Protection Regulation (GDPR).	57 - 60
10.	EATON AND WALTHAM COMMUNITY REVIEW The Deputy Chief Executive to submit reports advising the Committee of the Terms of Reference for the Eaton Parish Council Community Governance Review and of a request for a Community Governance Review by Waltham on the Wolds and Thorpe Arnold Parish Council and to inform Members of key issues associated with such a review.	61 - 76

11.	<p>ANNUAL REVIEW OF THE CONSTITUTION 2017/18 The Monitoring Officer to submit a report to enable the Committee to consider an annual review of the Council's Constitution and any amendments for onward referral to the Council for approval as well as note changes to the Constitution approved by the Council since November 2016.</p>	77 - 122
12.	<p>CODE OF CONDUCT UPDATE The Monitoring Officer to submit a report to update the Committee on the latest position with regard to standards matters including the Code of Conduct, the Registration of Disclosable Pecuniary Interests and Other Interests and any complaints against Councillors dealt with under the Council's process.</p>	123 - 126
13.	<p>MAYOR'S AWARD OF MERIT SCHEME : AWARDEES 2017/18 The Director for Corporate Services to submit a report presenting the recommendations of the Award of Merit Task Group.</p> <p><i>Appendix A is exempt.</i></p>	127 - 134
14.	<p>URGENT BUSINESS To consider any other items that the Chair considers urgent.</p>	