

# Agenda



*Rural Capital of Food*

<b>Meeting name</b>	<b>Governance Committee</b>
<b>Date</b>	<b>Tuesday, 18 September 2018</b>
<b>Start time</b>	<b>6.30 pm</b>
<b>Venue</b>	<b>Parkside, Station Approach, Burton Street, Melton Mowbray LE13 1GH</b>
<b>Other information</b>	<b>This meeting is open to the public</b>

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**

J. Simpson (Vice-Chair)

**Quorum:** 4 Councillors

<b>Meeting enquiries</b>	Catherine Richards
<b>Email</b>	<a href="mailto:crichards@melton.gov.uk">crichards@melton.gov.uk</a>
<b>Agenda despatched</b>	Monday, 10 September 2018

No.	Item	Page No.
1.	<b>APOLOGIES FOR ABSENCE</b>	
2.	<b>MINUTES</b> To confirm the minutes of the meeting held on 24 July 2018.	1 - 10
3.	<b>DECLARATIONS OF INTEREST</b> Members to declare any interest as appropriate in respect of items to be considered at this meeting.	11 - 12
	<b>EXCLUSION OF THE PUBLIC</b> <b>RECOMMENDED that the Public be excluded during the consideration of the following item of business in accordance with Part 1 of Schedule 12A of the Local Government Act 1972 (Access to Information : Exempt Information) under paragraphs 1 and 2.</b>	
4.	<b>INVESTIGATION REPORT</b> The Chief Executive to submit a report.	13 - 22
5.	<b>ANNUAL AUDIT LETTER</b> Ernst Young, the External Auditor, to provide a high level summary of the results of the 2017/18 audit work undertaken at Melton Borough Council.	23 - 46
6.	<b>INTERNAL AUDIT PROGRESS REPORT 2018/19</b> The Head of Internal Audit to submit a report to update Members on progress made in delivering the 2018/19 Annual Audit Plan and key findings arising from audit assignments completed.	47 - 62
7.	<b>LOCAL CODE OF CORPORATE GOVERNANCE</b> The Monitoring Officer to submit a report requesting the Committee consider the Local Code of Corporate Governance.	63 - 90
8.	<b>OMBUDSMAN REPORT</b> The Monitoring Officer to submit a report updating the Committee on the annual letter received from the Local Government and Social Care Ombudsman in respect of decisions made regarding complaints against Local Authorities for the year ending 31 March 2018.	91 - 102

9.	<p><b>CODE OF CONDUCT UPDATE</b>  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> <p>The relevant Governance Sub Committee 1 papers are available <a href="#">here</a></p>	
10.	<p><b>CONSTITUTION UPDATE</b>  The Monitoring Officer to submit a report to request that the Committee consider constitutional items and those approved will be referred to the Council for adoption and incorporation into the Council's Constitution.</p>	103 - 106
11.	<p><b>URGENT BUSINESS</b>  To consider any other items that the Chair considers urgent.</p>	