

Governance & Audit Committee Matters Arising Schedule



Purpose:

To consider progress on the matters arising from previous Governance & Audit Committee meetings.

Recommendation: That members note progress on the matters arising and request corrective action if necessary.

Matters arising Schedule

Active/Closed	Active			
Meeting	Governance and Audit Committee			
Row Labels	Action Required	Assigned To	Comments	Due Date
Black				
access to minerva for lay members	<p>Extract from mins of meeting 25/09/14</p> <p>In response to a request, Officers undertook to investigate whether granting access to the Committee's Lay Members was feasible.</p>	Stone, Russell	Access granted and training being organised	30/11/2014
member induction plan - points for consideration	Extract from mins of meeting 20 nov 14 - Members' comments, raised throughout the course of the debate, and detailed above, be taken into consideration in preparing the Induction Plan.	Robinson, Alan	please ensure reference is made to the minutes from the meeting (minute 51) when preparing the induction plan	15/12/2014
constitution on extranet	extract from mins of mtg 20 nov - Members requested that the constitution be available on the Members Extranet	Dinah Lilley	<p>if not already available, please post constitution on extranet</p> <p>Link to Constitution added to Members' site on Minerva</p>	15/12/2014
treasury management training	extract from mins of meeting 20 nov 14 - The Chairman gave advance notice of forthcoming Treasury Management Training, which would be held prior to the commencement of the Committee's next meeting (8 January 2015). Exact timings and further details would be provided to Members in due course.	Katie Coughlan	<p>liaise with russell to provide further info to members .</p> <p>further info circulated to all members and key officers by e-mail 3 december</p>	05/12/2014

Green				
possible training topic for inclusion in induction	extract from mins of mtg 20 nov 14 - Finally Members commented on the training workshop which had been facilitated by KPMG and commented that this had been some of the most beneficial training the Committee had ever received. The Committee urged that this session was re-run early on in the new Civic Year for the new Committee once appointed.	Robinson, Alan	please consider above comment in preparing induction plan	31/12/2014
risk assurance mapping matrix	extract from mins of meeting 20 nov: it was suggested that Risk Appetite be built into the template.	James O'Shaughnessy	please bear above comment in mind in developing matrix	31/12/2014
member champion for risk	Extract from mins of meeting: - The Chairman advised that independent member; Mrs Alison Adams had taken on the informal appointment of Risk Champion for the Authority. A report would be submitted to Leaders Panel to advise of the role and promotional material would be put on the Extranet.	James O'Shaughnessy	please add item to f plan for leaders panel and undertake above with regards to the extranet	31/12/2014
annual review of constitution - consideration points	extract from mins of meeting - RESOLVED that the comments made throughout the course of the discussion, as detailed above, be borne in mind by the Monitoring Officer in completing his annual review of the Constitution.	Robinson, Alan	please ensure reference is made to minute 53 from ga cttee mtg on 20 nov when preparing constitution review	31/12/2014
Grand Total				