

## 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				
Status	Title	Action Required	Comments	Due Date	Allocated To
<b>Black</b>					
	<b>audit plan</b>	extract from mins 17/3 The Chairman noted that at his request an audit had been removed from last year's plan to accommodate the Audit into the Planning Department. He sought indication as to whether this activity had been re-scheduled into the 16/17 plan. Officers undertook to investigate and advise the Chairman accordingly.	<p><b>please investigate and report back to Chairman.</b></p> <p><b>extract from mins 14/4/16</b>  <b>With regard to the green action entitled "audit plan" the Director of Resources advised that the activity referred to at the last meeting was Anti-Social Behaviour and this would be addressed in the 16/17 Audit Plan.</b></p>	30/04/16	Ian Knowles

	<p><b>annual review of constitution</b></p>	<p>extract from mins of meeting 14/4/16 it be RECOMMENDED to Council that:-</p> <p>(i) the outcome of the Annual Review be noted (ii) the amendments detailed at Section 2 of the report be approved for immediate adoption and implementation;</p> <p>(iii) that the in-year amendments made to the Financial and Contract Procedure Rules agreed by the Governance and Audit Committee at its meeting on 19 January 2016 shown at Appendix 1 be noted;</p> <p>(iv) that the further planned work detailed at Section 4 of the report be noted and supported, including the addition of the followings areas relating to section 4.1(a): -</p> <ul style="list-style-type: none"> <li>• The pre-application process and protocol</li> <li>• The Committee referral process ie the Scheme of Officer Delegation for this area; and</li> <li>• Officer involvement in the Appeals Process</li> </ul> <p>(v) the Monitoring Officer, with support from and through the Governance and Audit Committee, undertake further detailed evaluation work into the implications of a possible move to the leader cabinet model with a view to achieving the outcomes set out above, and make recommendations to a future meeting of Full Council during autumn 2016.</p>	<p><b>please revise report to include additions made by G and A and submit to Council . Report submitted and accepted.</b></p>	<p>28/04/16</p>	<p>Katie Coughlan</p>
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	<b>expression of interest - appt of auditors</b>	extract from mins of meeting : - RESOLVED that having considered the report and the implications of a single or joint tender process, the Authority express an interest in joining with the LGA in a nationally led process for the appointment of External Auditors.	<b>ian please submit expression of interest on behalf of the Authority in accordance with the above resolution</b>	30/05/16	Ian Knowles
<b>Green</b>					
	<b>report format</b>	extract from mins of mtg 14/4/16 There was a detailed discussion regarding how reports were presented to Committee, with lay Members making a number of suggestions as to how the reports could be more engaging. Officers undertook to take the suggestions away and give these further consideration.	<b>this item will be discussed at Chairs Briefing</b>  <b>It was agreed</b>  <b>Executive summaries will be included on reports and these should be in total no more than 30 pages for the meeting</b> <b>Duplication will be challenged in reports</b> <b>I will contact the County who I was advised have made strides in this area</b> <b>We will consider the use of hyperlinks to make the process of drilling into the detail easier.</b> <b>Continue to keep this under review and discuss again at our next briefing.</b>	30/06/16	Alan Robinson
<b>Grand Total</b>					