

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
Black					
	member training plan review	extract from mins of mtg : - the progress and implementation of the Plan be reviewed on an annual basis.	item added to the f plan for june 17	22/06/16	Katie Coughlan
	future meeting times	extract from mins of mtg 21/6/16 There was also informal discussion regarding the potential and appetite for moving the Committee's future meetings into the daytime. Varying views were shared and the potential venue limitations were outlined. The Chairman undertook to consider this further at his next briefing meeting.	this item has been added to the next chairs brief agenda – Chairman will make an announcement at the conclusion of July's meeting	22/06/16	Katie Coughlan

	internal audit monitoring report - improvement pln	<p>extract from mons of mtg 21/6/16</p> <p>Referring to Appendix 4, the continuous improvement plan for the Audit Lincolnshire service, Independent Members enquired as to how they as a Committee sought assurance the plan was being delivered. It was stressed that Audit Lincolnshire was a service provided by the County Council and as such its service improvement plan would be held to account by Mangers at the County Council. However if the Committee were minded, Officers would request that it be submitted in six months time alongside the internal audit plan progress report. The Committee welcomed this suggestion.</p>	<p>ian please can you discuss with Audit this request . i have added the extra requirement to the forward plan entry alongside the relevant 6month update report kjc 22/6</p> <p>Audit have confirmed their agreement to this.</p>	15/07/16	Ian Knowles
Green					
	member training	<p>extract from minutes of mtg 21/6/16</p> <p>Debate ensued and the Chairman indicated that he too would like to be provided with the level of up-take of on-line training</p> <p>It was suggested that the difficult customer / conflict management / assertiveness session should touch on on-line situations also.</p>	<p>some suggestions and requests made when considering MDev Plan. Dinah please can you build these into your processes. thanks</p>	31/08/16	Dinah Lilley

	report format	<p>extract from mins of mtg 14/4/16</p> <p>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.</p>	<p>this item will be discussed at Chairs Briefing</p> <p>It was agreed</p> <p>Executive summaries will be included on reports and these should be in total no more than 30 pages for the meeting</p> <p>Duplication will be challenged in reports</p> <p>I will contact the County who I was advised have made strides in this area</p> <p>We will consider the use of hyperlinks to make the process of drilling into the detail easier.</p> <p>Continue to keep this under review and discuss again at our next briefing. Deferred to September briefing in absence of Monitoring Officer</p>	31/08/16	Alan Robinson
Grand Total					