

## 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

Meeting	Governance and Audit Committee				
Status	Title	Action Required	Comments	Due Date	Allocated To
<b>Black</b>	Member Training Microphone Etiquette	This action is taken from the extract from the Minutes from the Governance and Audit Committee Meeting on Tuesday 11th January. Members conferred about the usage of microphones during meetings, with the Vice Chairman pointing out a technique to attain better understandability within the chamber.	Please see the above. Members discussed this at the Committee Meeting. Can this please be discussed at the next members development group meeting. Update - 04.04.2022 - At Annual Council in May 2022, this training will form a 5 minute session at the beginning of the meeting.	18/04/22	Ele Snow
<b>Green</b>	Climate Change and Sustainability Risk inclusion in Strategic Risks Review	This action is taken from the extract from the draft Minutes from the Governance and Audit Committee Meeting on Tuesday 12 April 2022: "There was a discussion on the merits of including a separate climate change and sustainability risk, with a Member referencing the work of the Council in recent years. The Officer informed the Committee that further consideration would be given to this matter and the outcome reported in the next review of strategic risks report."	Please see the action required. This was a requested action raised by a Member of the Committee, and agreed to be considered by the Monitoring Officer.	31/10/22	Emma Redwood
<b>Green</b>	Frequently Asked	This action is taken from the extract	See Action Required.	30/12/22	Katie Storr

	<p>Question Section for 2023 Members Induction</p>	<p>from the draft Minutes from the Governance and Audit Committee Meeting on Tuesday 12 April 2022: " It was suggested by Members that [the inclusion of a Frequently Asked Questions on Council / Committee procedure rules] should be part of Members Induction and that a 'Frequently Asked Questions' quick reference guide may be of assistance In responding, the Assistant Director advised that the report did suggest Procedure Rules Training should form part of Members Induction in 2023, and furthermore would be considered mandatory for all Chairmen. The suggestion for a 'Frequently Asked Questions' section/booklet was welcomed by Officers, and would be considered for inclusion in the Members Induction Pack.</p>			
<p><b>Green</b></p>	<p>Implementation and re-alignment of scheme of Officer delegation and new senior management structure</p>	<p>This action is taken from the extract from the draft Minutes and agreed action from the Governance and Audit Committee Meeting on Tuesday 12 April 2022: "(g) that the Monitoring Officer use current delegated powers, engaging the Chief Executive, and in consultation with Chairman of the Governance and Audit, to re-align the scheme of Officer delegation, on implementation of a new senior management structure (Section 4)."</p>	<p>See action required. This is an action that was recommended to Council, and it was agreed at Annual Council on 9 May 2022 that the 'action required' be acted upon.</p>	<p>03/10/22</p>	<p>Emma Redwood</p>