

Title of meeting:	Governance and Audit and Standards Committee
Date of meeting:	Friday 7 th November 2014
Subject:	Annual Governance Statement Monitoring Programme
Report From:	Jessica Birkett, Strategy Unit
Wards Affected:	None
Key Decision (over £250K	No

-+

Full Council decision: No

1. Purpose of report

- 1.1 The report seeks approval from the Governance and Audit and Standards Committee (G & A & S) for the proposed monitoring programme detailed in Appendix A.

2. Recommendations

- 2.1 It is recommended that the Governance and Audit and Standards Committee:
- a) Approve the governance monitoring programme detailed in Appendix A.

3. Background

- 3.1. On 26th September, the Governance and Audit and Standards Committee approved the Council's finalised Annual Governance Statement for 2013/14.
- 3.2. As part of that meeting, the committee agreed that progress against those issues would be regularly reported to this committee and there would be a revision to the monitoring process, as set out in paragraph 3.3.
- 3.3. The governance monitoring process is to now include a general review of all items reported as part of the Quarterly Performance report, in addition a small

number of items will be scheduled for a detailed update on progress at each committee meeting, Appendix A sets out the monitoring programme.

- 3.4 The revision of the monitoring process is to allow for the committee to focus deeper on each governance issue, looking at the resource requirements and implications around each topic area. The timescale for consideration of items have been suggested to take account of key milestones for projects or in line with quarterly updates to help committee see how an item is progressing against its measures of success.

4. Reasons for recommendations

- 4.1. It is a key role of the G&A&S committee to monitor governance issues across the authority and ensure they are comfortable that standards set out in our Local Code and Annual Governance Statement are achieved.

5. Key governance issues

- 5.1. Under the new monitoring process the governance items for a detailed update at committee on 7th November 2014 are as follows:
- 5.1.1 Review of the constitution - Michael Lawther (City Solicitor and Strategic Director) will attend the committee to provide a verbal update on this item, setting out the current position, why it is a governance issue and the requirements and implications.
- 5.1.2 Review of equalities training - Louise Wilders (Head of Customer, Community and Democratic Services) and Liz Aplin (Operational Training Manager) will attend the committee to provide a verbal update on this item.
- 5.1.3 Progress against all key issues will be included as part of the next Quarterly Performance report.

6. Equality impact assessment (EIA)

- 6.1 This report does not require an Equalities Impact Assessment, as there are no proposed changes to the council's services, policies, or procedures included within the recommendations.

7. Legal Implications

- 7.1 Legal considerations have been taken into account in the preparation of this report and where appropriate embodied within it.

8. Finance Comments

- 8.1 There are no financial implications directly arising from the recommendations in this report. However, it should be noted that there could be financial implications following the further exploration of the issues raised in section 5 of this report, and related future reports could result in financial implications. These will be flagged to members at the appropriate time.

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Signed by:

Appendices:

Appendix A: Governance Monitoring Programme

Background list of documents: Section 100D of the Local Government Act 1972

The following documents disclose facts or matters, which have been relied upon to a material extent by the author in preparing this report:

Title of document	Location

The recommendation(s) set out above were approved/ approved as amended/ deferred/ rejected by on

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Signed by: