

CORPORATE GOVERNANCE AND STANDARDS COMMITTEE: 12 MONTH ROLLING WORK PROGRAMME

6 June 2024

Subject	Details of decision to be taken	Decision to be taken by	Contact Officer
Review of the Constitution: Review of Council Procedure Rules	To consider the recommendations of the Joint Constitutions Review Group	Council: TBC On the recommendation of the Committee	Susan Sale 01483 444022
Annual report of the Monitoring Officer regarding misconduct allegations	(1) To note the cases dealt with; and (2) To advise the Monitoring Officer of any areas of concern upon which they would like further information and/or further work carried out.	Corporate Governance and Standards Committee	Monitoring Officer 01483 444991
Review of Task Groups reporting to the Committee	To review the work carried out by the task groups over the past 12 months and work to be carried out in the next 12 months and appoint councillors to the groups	Corporate Governance and Standards Committee	John Armstrong 01483 444102
Freedom of Information Compliance - Annual Report 2023-24	To consider the annual report for 2023-24 on the Council's performance in dealing with Freedom of Information requests.	Corporate Governance and Standards Committee	Ciaran Ward 01483 444072
Monitoring of S.106 Contributions	To note the six-monthly monitoring report on S.106 Contributions	Corporate Governance and Standards Committee	Rosie Trussler 01483 444463
Planning Appeals	To consider the annual monitoring report of the Council's performance at appeals against refusal of planning permission.	Corporate Governance and Standards Committee	Claire Upton-Brown 01483 444316

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Subject	Details of decision to be taken	Decision to be taken by	Contact Officer
External Audit Plan and Audit Update and Fee Letter 2022-23	To approve the external audit plan for 2022-23, and to note the content of the External Auditor's update report and make any appropriate comments. To consider the planned audit fee.	Corporate Governance and Standards Committee	To be confirmed
Corporate Risk Register	To consider the six-monthly review of the Corporate Risk Register	Corporate Governance and Standards Committee	Andrea Barnett 01483 444062
Governance Framework-Housing Services	To consider an update report from the Strategic Project Board	Council: 23 July 2024 Corporate Governance and Standards Committee	Susan Sale 01483 444022
Safeguarding	To consider report detailing progress against the approved Strategic Safeguarding Group Action Plan 2023-24	Corporate Governance and Standards Committee	Sam Hutchison Tel: 01483 444385

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25 July 2024

Subject	Details of decision to be taken	Decision to be taken by	Contact Officer
Capital and Investment Outturn Report 2023-24	To submit any comments to the Executive, prior to determination by full Council.	Council: October 2024 On the recommendation of: Corporate Governance and Standards Committee Executive: August 2024	Jo Knight 07792 460446
Revenue Outturn Report 2023-24	To submit any comments to the Executive.	Executive: August 2024 On the recommendation of: Corporate Governance and Standards Committee	Jo Knight 07792 460446
Housing Revenue Account Final Accounts 2023-24	To submit any comments to the Executive	Executive: August 2024 On the recommendation of: Corporate Governance and Standards Committee	Jo Knight 07792 460446
Financial Monitoring 2024-25 Period 2 (April/May 2024)	To note the results of the Council's financial monitoring for the period April/May 2024	Corporate Governance and Standards Committee	Jo Knight 07792 460446
Internal Audit Annual Report 2023-24.	To consider the Internal Audit Annual Report 2023-24	Corporate Governance and Standards Committee	Iona Bond Southern Internal Audit Partnership 07784 265293

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26 September 2024

Subject	Details of decision to be taken	Decision to be taken by	Contact Officer
Financial Monitoring 2024-25 Period 4 (April to July 2024)	To note the results of the Council's financial monitoring for the period April to July 2024	Corporate Governance and Standards Committee	Jo Knight 07792 460446
Annual Governance Statement 2023-24	To adopt the Council's Annual Governance Statement 2023-24	Corporate Governance and Standards Committee On the recommendation of: Executive: September 2024	To be confirmed
Data Protection and Information Security Update Report	To consider the annual update on compliance with statutory requirements	Corporate Governance and Standards Committee	Ciaran Ward 01483 444072
Annual Report of the Corporate Governance & Standards Committee	To consider the Annual Report for 2023-24	Council: October 2024 On the recommendation of: Corporate Governance and Standards Committee	John Armstrong 01483 444102
Councillor Training and Development Update	To consider a report from the Councillors' Development Steering Group relating to councillor training and development	Corporate Governance and Standards Committee	Sophie Butcher 01483 444056

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14 November 2024

Regulation of Investigatory Powers Act 2000	To consider an annual report on the exercise of powers under the Regulation of Investigatory Powers Act 2000	Corporate Governance and Standards Committee	Ciaran Ward 01483 444072
Monitoring of S.106 Contributions	To note the six-monthly monitoring report on S.106 Contributions	Corporate Governance and Standards Committee	Rosie Trussler 01483 444463
Freedom of Information Compliance update	To consider the update report on the Council's performance in dealing with Freedom of Information requests (April to September 2024)	Corporate Governance and Standards Committee	Ciaran Ward 01483 444072
Financial Monitoring 2024-25: Period 6 (April to September 2024)	To note the results of the Council's financial monitoring for the period April to September 2024	Corporate Governance and Standards Committee	Jo Knight 07792 460446
Internal audit 2024-25 progress report	To consider the internal audit progress report and progress on the internal audit plan	Corporate Governance and Standards Committee	Iona Bond Southern Internal Audit Partnership 07784 265293
Corporate Risk Register	To consider the six-monthly review of the Corporate Risk Register	Corporate Governance and Standards Committee	Andrea Barnett 01483 444062

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23 January 2025

Subject	Details of decision to be taken	Decision to be taken by	Contact Officer
Capital and investment strategy (2025-26 to 2029-30)	To comment on various recommendations to the Executive and Council	Council: 5 February 2025 On the recommendation of: Corporate Governance and Standards Committee Executive: 30 January 2025	Jo Knight 07792 460446
Financial Monitoring 2024-25 Period 7 (April to October 2024)	To note the results of the Council's financial monitoring for the period April to October 2024	Corporate Governance and Standards Committee	Jo Knight 07792 460446
Internal audit 2024-25 progress report	To consider the internal audit progress report and progress on the internal audit plan	Corporate Governance and Standards Committee	Iona Bond Southern Internal Audit Partnership 07784 265293
Whistle-blowing Policy	To consider the Annual Report 2023-24	Corporate Governance and Standards Committee	Susan Sale 01483 444022
Equality, Diversity and Inclusion Policy	To consider an update on the revised, Policy, and associated action plan	Corporate Governance and Standards Committee	Robin Taylor 01483 444112

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20 March 2025

Subject	Details of decision to be taken	Decision to be taken by	Contact Officer
Financial Monitoring 2024-25 Period 10 (April 2024 to January 2025)	To note the results of the Council's financial monitoring for period April 2024 to January 2025	Corporate Governance and Standards Committee	Jo Knight 07792 460446
Internal audit 2024-25 progress report	To consider the internal audit progress report and progress on the internal audit plan	Corporate Governance and Standards Committee	Iona Bond Southern Internal Audit Partnership 07784 265293
Internal Audit Plan for 2025-26	To consider the draft 2025-26 internal audit plan	Corporate Governance and Standards Committee	Iona Bond Southern Internal Audit Partnership 07784 265293
Internal Audit Charter for 2025-26	To consider the Internal Audit Charter for 2025-26	Corporate Governance and Standards Committee	Iona Bond Southern Internal Audit Partnership 07784 265293
Safeguarding	To consider a report detailing progress against the approved Strategic Safeguarding Group Action Plan 2024-25	Corporate Governance and Standards Committee	Sam Hutchison Tel: 01483 444385