

CORPORATE GOVERNANCE AND STANDARDS COMMITTEE: 12 MONTH ROLLING WORK PROGRAMME

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	Kate Gillman 01483 444516
Monitoring of S.106 Contributions	To note the six-monthly monitoring report on S.106 Contributions	Corporate Governance and Standards Committee	Claire Upton-Brown 01483 444316
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
Internal Audit Plan update (Q4)	To approve the Q4 Internal Audit Plan	Corporate Governance and Standards Committee	Iona Bond Southern Internal Audit Partnership 07784 265293
Review of Committees	To consider the establishment of a new Audit & Risk Committee and a new Standards Committee	Council: 3 December 2024 On the recommendation of: Corporate Governance and Standards Committee	Deborah Upton
Proposed change to Council Procedure Rule 6.2	To consider proposed change to Council Procedure Rule 6.2	Corporate Governance and Standards Committee	Deborah Upton

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16 January 2025

Subject	Details of decision to be taken	Decision to be taken by	Contact Officer
Corporate Risk Register	To consider Q2 2024-25 updated Corporate Risk Register	Corporate Governance and Standards Committee	Luke Harvey 01483 444829
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
Annual Report of the Corporate Governance & Standards Committee	To consider the Annual Report for 2023-24	Council: 5 February 2025 On the recommendation of: Corporate Governance and Standards Committee	John Armstrong 01483 444102
Internal audit 2024-25 progress report	To consider the internal audit progress report	Corporate Governance and Standards Committee	Iona Bond Southern Internal Audit Partnership 07784 265293

20 March 2025

Subject	Details of decision to be taken	Decision to be taken by	Contact Officer
Corporate Risk Register	To consider Q3 2024-25 updated Corporate Risk Register	Corporate Governance and Standards Committee	Luke Harvey 01483 444829
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

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Subject	Details of decision to be taken	Decision to be taken by	Contact Officer
Internal Audit Plan for 2025-26 (Q1)	To consider the draft 2025-26 internal audit plan for Q1	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

June 2025

Subject	Details of decision to be taken	Decision to be taken by	Contact Officer
Corporate Risk Register	To consider the Q4 2024-25 updated Corporate Risk Register	Corporate Governance and Standards Committee	Luke Harvey 01483 444829
Monitoring of S.106 Contributions	To note the six-monthly monitoring report on S.106 Contributions	Corporate Governance and Standards Committee	Claire Upton-Brown 01483 444316
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
Annual report of the Monitoring Officer	<ul style="list-style-type: none"> • To note the cases dealt with; and • To advise the Monitoring Officer of any areas of concern upon which 	Corporate Governance and Standards Committee	Monitoring Officer 01483 444991

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Subject	Details of decision to be taken	Decision to be taken by	Contact Officer
regarding misconduct allegations	they would like further information and/or further work carried out.		
Freedom of Information Compliance - Annual Report 2024-25	To consider the annual report for 2024-25 on the Council's performance in dealing with Freedom of Information requests.	Corporate Governance and Standards Committee	Ciaran Ward 01483 444072
External Audit Plan and Audit Update and Fee Letter 2023-24	To approve the external audit plan for 2023-24, 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	Ade Oyerinde
Internal Audit Plan	Retrospective Q1 audit plan and Q2 plan (for approval)	Corporate Governance and Standards Committee	Iona Bond (SIAP) 07784 265293

July 2025

Subject	Details of decision to be taken	Decision to be taken by	Contact Officer
Internal Audit Annual Report 2024-25.	To consider the Internal Audit Annual Report 2024-25	Corporate Governance and Standards Committee	Iona Bond Southern Internal Audit Partnership 07784 265293
Planning Appeals	To consider the annual monitoring report of the Council's performance at	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
	appeals against refusal of planning permission.		
Whistle-blowing Policy	To consider the Annual Report 2024-25	Corporate Governance and Standards Committee	Susan Sale 01483 444022

September 2025

Subject	Details of decision to be taken	Decision to be taken by	Contact Officer
Annual Governance Statement 2024-25	To adopt the Council's Annual Governance Statement 2024-25	Corporate Governance and Standards Committee On the recommendation of: Executive: September 2025	Richard Bates 01483 444036
Corporate Risk Register	To consider the Q1 2025-26 updated Corporate Risk Register	Corporate Governance and Standards Committee	Luke Harvey 01483 444829
Monitoring of S.106 Contributions	To note the six-monthly monitoring report on S.106 Contributions	Corporate Governance and Standards Committee	Claire Upton-Brown 01483 444316
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
Internal Audit Plan update (Q3)	To approve the Q3 Internal Audit Plan	Corporate Governance and Standards Committee	Iona Bond

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Subject	Details of decision to be taken	Decision to be taken by	Contact Officer
			Southern Internal Audit Partnership 07784 265293
Internal Audit 2025-26 progress report	To consider the internal audit progress report.	Corporate Governance and Standards Committee	Iona Bond Southern Internal Audit Partnership 07784 265293