

Corporate Governance and Standards Committee

15 March 2023

Decision and Action tracker

This tracker monitors progress against the decisions and actions that the Committee has agreed since January 2022. It is updated for each committee meeting. When decisions / actions are reported as being ‘completed’, the Committee will be asked to agree to remove these items from the tracker.

Date of Meeting	Item	Decision/Action requested	Responsible Officer	Update on implementation
16 June 2022	Planning Appeals Monitoring Report	To provide an update to members of the Committee on the outcome of a review of the correspondence received from a member of public in relation to alleged inaccuracies in the figures in the report.	Interim Executive Head of Planning Development	Not yet provided
6 October 2022	Summary of Internal Audit Reports (April to October 2022)	<p>The Corporate Management Board be requested to:</p> <p>(a) consider adding a new KPI to the Performance Monitoring Report to Overview and Scrutiny Committee on complaint handling and the time taken to resolve complaints; and</p>	Joint Strategic Director: Community Wellbeing/ Executive Head of Comms and Customer Service	<p>(a) Following the review of KPIs in Q1 and 2, it was agreed that the following indicators be monitored through the Executive Head of Comms and Customer Service’s service plan:</p> <ul style="list-style-type: none"> • Number of customer complaints received, including: No of complaints; Categorisation (high level); Time taken to respond

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		(b) bring a brief update to the Corporate Governance & Standards Committee at its 15 March 2023 meeting, so that it can receive assurance that the agreed management actions were being carried out.		<ul style="list-style-type: none"> • Percentage of customer complaints upheld. (b) Update report is on this agenda
6 October 2022	Section 106 Monitoring Report	<p>To give priority to expediting arrangements internally to ensure, as far as practicable, that “Expired Funds” are allocated to schemes, or purposes for which the S106 Agreement was entered into.</p> <p>To ensure future Section 106 Monitoring reports provide:</p> <p>(a) not only the dates on which Agreements were signed but also, where possible, the dates on which monies needed to be spent or allocated.</p> <p>(b) a summary table of information showing the overall headings of Expired Funds, Available Funds, Pending Funds, and Spent Funds</p> <p>(c) details as to who was responsible for spending committed S106 monies</p> <p>(d) more information about how much SANG and SAMM contributions were</p>	<p>Interim Head of Place/ Specialist – S106 Officer</p> <p>Specialist – S106 Officer</p>	<p>Specialist – S106 Officer has been liaising with the relevant officers to discuss the expired funds and will continue to follow up with getting the funds allocated/ spent.</p> <p>(a) The expiry date has now been added to the report.</p> <p>(b) To be added to the written report.</p> <p>(c) The responsible team/ organisation has now been added to the report.</p> <p>(d) To be added to the written report.</p>

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		<p>allocated to each site, perhaps by way of a pie chart.</p> <p>(e) comparisons with the figures from the previous report with commentary, as appropriate, on the variance between the two.</p>		(e) To be added to the written report.
6 October 2022	Financial Monitoring 2022-23	To ensure that future reports clarify the extent to which debts were overdue and further information as to the reason why a high proportion of overdue debt has no payment plan.	Executive Head of Finance	
19 January 2023	Review of Probity in Planning Local Code of Practice - Handbook for Councillors and Officers	To forward the Committee's conclusions, comments and suggestions in respect of the draft revised Probity in Planning Handbook, as set out above, for consideration by the Planning Committee at its special meeting on 7 February and full Council at its extraordinary meeting on 22 February 2023.	Democratic Services & Elections Manager	The draft minute on this matter was included in the reports to Planning Committee (7 February) and full Council (22 February 2023).
19 January 2023	Safeguarding - Internal Audit Report Update	To collate and circulate to the Committee quantitative data in respect of the number and type of safeguarding referrals and their progress through the system.	Executive Head of Community Services Senior Policy Officer	
19 January 2023	Capital and Investment Strategy 2023-24 to 2027-28	To circulate to the Committee details as to the nature of the estimated expenditure on the provisional capital programme on the North Street development, which would be £1.35 million by 2030.	Lead Specialist - Finance	This is related to expenditure anticipated as part of the development. This will be reviewed as part of the wider review of capital programme which is included in the service challenge sessions and an

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				updated programme will be put forward in the next budget round