

DRAFT

Note: These Minutes will remain DRAFT until approved at the next meeting of the Committee

GOVERNANCE AND ETHICS COMMITTEE

MINUTES OF THE MEETING HELD ON MONDAY, 27 JUNE 2022

Councillors Present: Jeff Cant (Chairman), Jeremy Cottam (Vice-Chairman), Rick Jones, Tony Linden and Geoff Mayes

Also Present: Councillor Biyi Oloko, Bill Graham (Parish Council Representative), David Southgate (Parish Council Representative) and Councillor Thomas Marino (Executive Portfolio: Internal Governance and Strategic Partnerships)

Officers Present: Catalin Bogos, Sarah Clarke, Joseph Holmes, Gordon Oliver and Sadie Owen

Apologies for inability to attend the meeting: Councillor Jeff Beck, Councillor David Marsh and Councillor Andy Moore

PART I

3 Minutes

The Minutes of the meetings held on 25 April and 10 May 2022 were approved as true and correct records and signed by the Chairman.

4 Declarations of Interest

There were no declarations of interest received.

5 Forward Plan

The Committee considered the Governance and Ethics Committee Forward Plan (Agenda Item 4).

RESOLVED that: Governance and Ethics Committee note the Forward Plan.

6 Annual Governance Statement 2021-22 (GE4218)

Joseph Holmes introduced the report (Agenda Item 5), which summarised the key governance issues for the Council and the action plan to address these.

Councillor Tony Linden voiced concern at the quantity of work for officers and Members as a consequence of the large number of meetings, particularly given the forthcoming local elections in 2023. He highlighted the importance of being as efficient as possible without too much bureaucracy.

Councillor Jeremy Cottam suggested that election candidates should be given advance warning of the Member training requirements and programme timetable should they be successful.

RESOLVED that: Governance and Ethics Committee approve the Annual Governance Statement 2021-22.

7 Constitution Review - Update (GE4241)

Sarah Clarke introduced the report (Agenda Item 6), which updated the Committee on progress made with the review of the Constitution.

It was explained that the intention had been to bring revised documents to Council for approval in July. However, it was now proposed to hold a number of workshops with Members and officers regarding the proposed changes to the above sections of the Constitution, prior to bringing to Council in September for approval.

It was clarified that the review aimed to simplify the Constitution rather than completely re-write it.

Councillor Linden stressed the importance of cross-party involvement and encouraged Members to attend the workshops to contribute to the revision of the Constitution.

Councillor Rick Jones supported Councillor Linden's comments, and queried whether the current external governance review commissioned by the Chief Executive would lead to further amendments of the Constitution.

Sarah Clarke did not anticipate that the governance review would have a major impact on the review, however may possibly inform decisions in relation to contract rules and financial rules and thresholds.

Councillor Jeff Cant observed that in relation to committee minutes, and the introduction of Zoom, officers did not appear to be using technology to its best, with minutes far too lengthy. Whilst it was acknowledged that some committee's had legal requirements it was felt that generally minutes should be streamlined.

RESOLVED that: Governance and Ethics Committee note the report.

8 Exclusion of Press and Public

RESOLVED that: members of the press and public be excluded from the meeting for the under-mentioned item of business on the grounds that it involves the likely disclosure of exempt information as contained in Paragraphs 3, 5 and 6 of Part 1 of Schedule 12A of the Local Government Act 1972, as amended by the [Local Government \(Access to Information\)\(Variation\) Order 2006](#). [Rule 8.10.4 of the Constitution also refers](#).

9 Risk Management Q4 2021/22 Report (GE4024)

(Paragraph 3 – information relating to financial business affairs of a particular person, Paragraph 5 – information relating to legal privilege and Paragraph 6- information relating to proposed action to be taken to the Local Authority)

Catalin Bogos introduced an exempt report (Agenda Item 8), concerning the corporate risks as at the end of March 2022, and actions taken to mitigate them.

RESOLVED that:

Governance and Ethics Committee note the report, including the actions taken to manage the existing risks on the Corporate Risk Register and the following recommendations agreed by Corporate Board and Operations Board:

- That, Corporate Board and Operations Board note the current (March 2022) position and actions undertaken to minimise the impact for existing **17 risks** on the Corporate Risk Register (CRR).
- That, Corporate Board and Operations Board note the actions proposed to further minimise the impact for risks on the Corporate Risk Register.
- That, Corporate Board and Operations Board note the current (March 2022) progress with risk mitigation actions and that there are three risks proposed to be escalated on the Corporate Risk Register and one to be de-escalated.

GOVERNANCE AND ETHICS COMMITTEE - 27 JUNE 2022 - MINUTES

(The meeting commenced at 6.30 pm and closed at 7.30 pm)

CHAIRMAN

Date of Signature