

Actions arising from previous Governance Committee Meetings Members are requested to consider the following list of actions and note the updates provided.					
Ref No:	Date	Item/Action	Member/Officer	Status	Comments/Update
1	30/09/2025	Forward Plan The Constitution Review Task Group to be included on the Forward Plan. A report on Constitutional Updates was due to go to Corporate Board, and it may be at the next meeting of Governance in November 2025.	Nicola Thomas	Completed	Forward plan is appended to report being considered by Governance Committee on 18 November 2025
2	30/09/2025	Forward Plan Constitution updates to be included on the Forward Plan as a twice-yearly standing item.	Thomas Radbourne	In Progress	Next constitution update will be Scheme of Delegation- work ongoing
3	30/09/2025	Forward Plan The Constitution Review Task Group work	Nicola Thomas	Completed	Forward plan is appended to report being considered by Governance Committee on 18 November 2025
4	30/09/2025	Forward Plan The Governance Committee proposed that the Constitution Review Task Group consider making the Constitution one searchable PDF document, rather than separate webpages.	Nicola Thomas	Completed	CRTG considered the format of the constitution at a meeting in August. This progressed for consideration by both Corporate Board (14 October) and Executive Briefing (23rd October) with Democratic Services arranging for PDF version to be published for general access 1 November. The primary access will remain through the website given the advice on accessibility:
5	30/09/2025	Internal Audit Update Report Q1 25-26 Project management task and finish group to be informed about the project and the issues as there could be important constructive feedback and learning.	Sarah Clarke		
P2-1	30/09/2025	Risk Register Part II Item	Stephen Chard		
P2-2	30/09/2025	Risk Register Part II Item	Sarah Clarke	In Progress	Raised and the response to these queries will be reflected in next Risk Report to the Governance Committee
P2-3	30/09/2025	Risk Register Part II Item	Sarah Clarke	In Progress	Raised and the response to these queries will be reflected in next Risk Report to the Governance Committee
P2-4	30/09/2025	Risk Register Part II Item	Stephen Chard		
P2-5	30/09/2025	Risk Register Part II Item	Jon Winstanley		
P2-6	30/09/2025	Risk Register Part II Item	Sarah Clarke, Julie Gilhespy, Erik Pattenden		

Last updated: 18 November 2025