

		<b>AGENDA ITEM NO.</b>																			
<b>Report Cover Sheet</b>																					
<b>Name of Meeting:</b>		Executive																			
<b>Date of Meeting:</b>		22 October 2007																			
<b>Report Title:</b>		Corporate Governance Review – Reference from Audit & Resources Overview & Scrutiny																			
<b>Summary of report:</b>		To consider the concerns raised by Audit and Resources on actions to comply with the Councils Code of Corporate Governance																			
<b>For Further Information Please Contact (report author):</b>		Lucy Elrick																			
<b>Would the recommended decision be contrary to the Policy Framework:</b>		No																			
<b>Would the recommended decision be contrary to the Budgetary framework:</b>		No																			
<b>Wards of the District directly affected by this decision:</b>		All																			
<b>Key Decision?</b>		No																			
<b>Included within the Forward Plan?</b>		No																			
<b>Is the report private and confidential and not for publication by virtue of a paragraph of schedule 12A of the Local Government Act 1972, following the Local Government (Access to Information) (Variation) Order 2006?</b>		No																			
<b>Date and name of meeting when issue was last considered and relevant minute number:</b>		N/A																			
<b>Background Papers:</b>		Corporate Governance report to Audit & Resources Committee on 4 September																			
<b>Consultation Undertaken</b>																					
Below is a table of the Council's regular consultees. However not all have to be consulted on every matter and if there was no obligation to consult with a specific consultee they will be marked as n/a.																					
<table border="1"> <thead> <tr> <th>Consultees</th> <th>Yes/ No</th> <th>Who</th> </tr> </thead> <tbody> <tr> <td>Other Committees</td> <td></td> <td>n/a</td> </tr> <tr> <td>Ward Councillors</td> <td></td> <td>n/a</td> </tr> <tr> <td>Portfolio Holders</td> <td>Yes</td> <td>Cllr Coker</td> </tr> <tr> <td>Other Councillors</td> <td></td> <td>Cllr Knight – Chair of Audit &amp; Resources</td> </tr> <tr> <td>Warwick District Council</td> <td></td> <td>n/a</td> </tr> </tbody> </table>				Consultees	Yes/ No	Who	Other Committees		n/a	Ward Councillors		n/a	Portfolio Holders	Yes	Cllr Coker	Other Councillors		Cllr Knight – Chair of Audit & Resources	Warwick District Council		n/a
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Warwick District Council		n/a																			

recognised Trades Unions		
Other Warwick District Council Service Areas		n/a
Project partners		n/a
Parish/Town Council		n/a
Highways Authority		n/a
Residents		n/a
Citizens Panel		n/a
Other consultees		n/a
<b>Officer Approval</b> With regard to officer approval all reports must be approved by the report authors relevant director, Finance Services and Legal Services.		
<b>Officer Approval</b>	<b>Date</b>	<b>Name</b>
Relevant Director(s)		Chief Executive
Chief Executive		n/a
CMT	27 September	
Section 151 Officer	10 September	Mary Hawkins
Legal		Simon Best
Finance		n/a
<b>Final Decision?</b>		Yes
<b>Suggested next steps (if not final decision please set out below)</b>		

## 1. **RECOMMENDATION(S)**

- 1.1 The Executive considers the comments made by Audit and Resources Overview and Scrutiny Committee together with the additional comments made by CMT, and considers if any further action is necessary.

## 2. **REASONS FOR RECOMMENDATION(S)**

- 2.1 At its meeting on 4 September, Audit and Resources Overview and Scrutiny Committee reviewed the actions in the Corporate Governance action plan that aim to ensure we have practices in place that enable us to implement our Code of Corporate Governance.
- 2.2 When the Executive agreed the Code of Corporate Governance and accompanying action plan in June 2006 it asked the Audit and Resources Committee to review the action plan. The two matters that the Scrutiny Committee would like to draw to the Executive's attention relate to the engagement with the Community and the Code of Conduct. These are set out in the two paragraphs below together with further comments from CMT

### 2.3 Engagement with the Community

#### ***What our action plan says we will do***

Put in place proper arrangements designed to encourage individuals and groups from all sections of the community to engage with, contribute to and participate in the work of the authority and put in place appropriate monitoring processes to ensure this continues to work in practice

#### ***How the action plan says we will do this***

Maintain an LSP and review the LSP

#### ***Comments of Audit and Resources***

The Committee did not feel that the arrangements were achieving this aim

#### ***Comments from CMT***

I think I agree with the A and R on community engagement. We do need to review the process that we use to engage with the community - referring to the LSP is very evidently not sufficient. I suggest that we put in the action plan that we review our process especially in the light of neighbourhood working that we are proposing in the Building on Excellence paper.

### 2.4 Code of Conduct

#### ***What our action plan says we will do***

Put in place clearly documented protocols governing relationships between members and officers

#### ***How the action plan says we will do this***

Include in the Code of Conduct for members. The Committee was advised that there is no specific mention in the Code of Conduct for members but that when taking it as a whole there are a number of sections which cover this area

### ***Comments of Audit and Resources***

The Committee recommends to the Executive that a separate protocol should be in place governing relationships between members and officers, rather than be found in various sections within the code of conduct for members.

### ***Comments from CMT***

A Member/Officer Protocol exists within the Constitution and it is suggested that the Standards Committee could be asked to review it, if this is considered necessary. To assist the Committee in this, it would be helpful if any issues within the Protocol which require particular attention, could be identified.

## **3. ALTERNATIVE OPTIONS CONSIDERED**

- 3.1 None as this is a reference from a Scrutiny Committee.

## **4. POLICY AND BUDGET FRAMEWORK**

- 4.1 Any comments relating to the resource implications of matters that may arise from any recommendations CMT add to the report.