

## **Standards Committee**

### **Minutes of the meeting held on 19 June 2014**

#### **Present**

Independent Co-opted Members: A. Isles – in the Chair  
Councillors Andrews, and Trotman  
Ringway Parish Council - Councillor C O'Donovan

#### **Apologies**

Councillor Evans

#### **ST/14/05 Appointment of Chair**

The Committee confirmed that Ms Amanda Isles was appointed as chair of the Committee for the municipal year 2014/15

#### **ST/14/06 Ms Naseem Malik**

The Committee noted that Ms Naseem Malik had resigned from the post of independent person in March 2014. The Principal Solicitor advised that the post would be advertised and the vacancy filled.

#### **ST/14/07 Committee vacancies**

The Committee noted that there were two councillor vacancies on the Committee and these would be filled at the next Council meeting.

#### **ST/14/08 Minutes**

#### **Decision**

To approve the minutes of the committee meeting held on 13 January 2014 as a correct record.

#### **ST/14/09 Annual Governance Statement**

The Committee considered a report of the Assistant Chief Executive (Finance and Performance) and the City Treasurer which contained the draft 2013/14 Annual Governance Statement (AGS). This was produced after the completion of the annual review of the Council's governance arrangements and systems of internal control.

The Corporate Core Directorate Lead (Performance) introduced the report. He explained that that production of an AGS is a statutory requirement for all councils. The AGS evaluates governance systems in place from the previous year and includes steps to be taken to improve the following year. After consideration by the Standards Committee, the AGS will form part of the Council's final accounts which will be presented to the Audit Committee in July. Specific attention was drawn to section 4 of the report which provided details of the assessment from internal audit on the effectiveness of the process used to produce the AGS.

Members expressed the importance of the Council's governance arrangements being clear and transparent and easy to understand for its intended audience. They recommended that clearer specific information is included about who is responsible for improvement recommendations and the expected timescale for these to be achieved. In terms of making the content of the AGS more accessible, the Corporate Core Directorate Lead confirmed that a more concise version is included within the Council's Annual Report.

### **Decision**

To note the content of the draft Annual Governance Statement

To request that = clearer specific information is included about who is responsible for improvements and the expected timescale for these to be achieved