



**Notice of a public meeting of  
Audit & Governance Committee**

<b>To:</b>	Councillors N Barnes (Chair), Dew (Vice-Chair), Cullwick, Fenton, Gunnell, Kramm and Lisle Mr Mendus and Mr Bateman
<b>Date:</b>	Tuesday, 10 May 2016
<b>Time:</b>	5.30 pm
<b>Venue:</b>	The Craven Room - Ground Floor, West Offices (G048)

**AGENDA**

**1. Declarations of Interest**

Members are asked to declare:

- Any personal interests not included on the Register of Interests
- Any prejudicial interests or
- Any disclosable interests

which they might have in respect of business on the agenda.

**2. Minutes (Pages 1 - 10)**

To approve and sign the minutes of the meeting held on 13 April 2016.

**3. Public Participation**

At this point in the meeting members of the public who have registered their wish to speak regarding an item on the agenda or an issue within the Committee's remit can do so. The deadline for registering is **5:00 pm on Monday 9 May 2016**.

## **Filming, Recording or Webcasting Meetings**

Please note this meeting will be filmed and webcast and that includes any registered public speakers, who have given their permission. This broadcast can be viewed at <http://www.york.gov.uk/webcasts>

Residents are welcome to photograph, film or record Councillors and Officers at all meetings open to the press and public. This includes the use of social media reporting, i.e. tweeting. Anyone wishing to film, record or take photos at any public meeting should contact the Democracy Officer (whose contact details are at the foot of this agenda) in advance of the meeting.

The Council's protocol on Webcasting, Filming & Recording of Meetings ensures that these practices are carried out in a manner both respectful to the conduct of the meeting and all those present. It can be viewed at [https://www.york.gov.uk/downloads/file/6453/protocol\\_for\\_webcasting\\_film\\_and\\_recording\\_council\\_meetingspdf](https://www.york.gov.uk/downloads/file/6453/protocol_for_webcasting_film_and_recording_council_meetingspdf)

### **4. Matter Referred from Executive - Public Interest Report City of York Trading (Pages 11 - 24)**

Members are asked to consider the resolution referred by Executive to the Audit and Governance Committee on 28 April 2016. A copy of the report that was considered by Executive is also included for information.

### **5. Treasury Management Annual Report and Review of Prudential Indicators 2015/16 (Pages 25 - 38)**

This paper presents the draft Treasury Management Annual Report and Review of Prudential Indicators 2015/16 which provides Members with an update on treasury management activity.

### **6. Update on Information Governance (Pages 39 - 96)**

This report provides Members with:

- a progress update on the Information Commissioners Office (ICO) audit recommendations and action plan
- an update on information governance
- the Council's plans to meet the request to provide details of ICO cases where the outcome was against the Council

**7. Project Management Report (Pages 97 - 142)**

This report presents an update on the project management framework to inform Members of areas of the framework that are being strengthened and to provide an update on major projects.

**8. Sickness Absence Management (Pages 143 - 152)**

This report responds to the specific issues identified in the Attendance Management (follow-up) memo dated 18<sup>th</sup> January 2016. It also outlines the wider actions and plans in place to manage sickness absence in the council, including the implementation of iTrent absence management, which is a recommendation of the audit and will improve the recording of sickness absence across the council.

**9. Council Motions (Pages 153 - 156)**

This paper is presented in response to a request from the committee to receive a report on the process for implementing and actioning Council motions.

**10. Group Leaders' Meetings (Pages 157 - 160)**

This report responds to Members' requests for a report on the terms of reference of the Group Leaders' meeting and its role in Local Democracy.

**11. Scheme of Delegations (Pages 161 - 184)**

This report seeks Members' views on changes to the Officer Scheme of Delegations.

**12. Audit and Governance Committee's Forward Plan (Pages 185 - 192)**

This paper presents the future plan of reports expected to be presented to the committee during the forthcoming year to February 2017.

**13. Urgent Business**

Any other business which the Chair considers urgent under the Local Government Act 1972.

Democracy Officer:  
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For more information about any of the following please contact the Democratic Services Officer responsible for servicing this meeting:

- Registering to speak
- Business of the meeting
- Any special arrangements
- Copies of reports and
- For receiving reports in other formats

Contact details are set out above.

**This information can be provided in your own language.**

我們也用您們的語言提供這個信息 (Cantonese)

এই তথ্য আপনার নিজের ভাষায় দেয়া যেতে পারে। (Bengali)

Ta informacja może być dostarczona w twoim własnym języku. (Polish)

Bu bilgiyi kendi dilinizde almanız mümkündür. (Turkish)

یہ معلومات آپ کی اپنی زبان (بولی) میں بھی مہیا کی جا سکتی ہیں۔ (Urdu)

 **(01904) 551550**