

AGENDA ITEM NO: 19

JOINT MEETING OF AUDIT COMMITTEE & STANDARDS COMMITTEE ACTION SHEET 9th APRIL 2010

To: Dick Powell, Shahzia Daya

Minute number	Title of Report	Action	Person Responsible	Deadline	Progress
06.04/10	Roles/TOR	Officers agreed to look at the timetable for the production of reports to consider whether it was feasible to give opportunity to comment on each others annual reports.	DP/SD	31 December 2010	Not yet due
06.04/10	Roles/TOR	It was suggested that the Standards Committee revisit the report about full Council and host a discussion to make constructive recommendations about improving the way that Council meetings worked, and previous work done on how to conduct public forum.	SD	Standards Committee 23 September 2010 meeting	
08.04/10	Local Code of Corporate Governance	Suggested changes to wording and emphasis to be looked at by officers.	DP	18 th June 2010	Code amended.
09.04/10	Annual Governance Statement	Suggested changes to wording and emphasis to be looked at by officers.	DP	9 th June 2010	AGS Amended
10.04/10	Any Other Business	Terms of Reference to be shared between committees to ensure no duplication of work.	DP/SD	Audit Committee 18 th June/25 September meetings Standards Committee 23 September meeting	Standards Committee Report, TOR and Work programme on Audit Committee agenda for 18 th June meeting.
10.04/10	Any Other Business	The audit of members expenses/ declarations of interest be forwarded to both Committees.	DP	On completion of audit.	Included in Audit Plan for 2010/11