

## SIGNIFICANT GOVERNANCE ISSUES 2019/20

No.	Governance issue	Proposed Action	Timescale	Responsible Officer/Group	Current Position as at 1 December 2020
1.	Community Infrastructure Levy (CIL) – governance arrangements	Deliver key internal audit recommendations; <ul style="list-style-type: none"> <li>• Overall governance arrangements to be formalised</li> <li>• Operational processes to be agreed e.g. monitoring, reporting and reconciliation</li> <li>• Publication of annual infrastructure funding statement</li> </ul>	September 2021	CIL Working Group (Head of Development at lead officer)	A Community Infrastructure Levy (CIL) Manager for the three JCS Authorities, Tewkesbury, Cheltenham and Gloucester is in place. The CIL manager is responsible for the monitoring and reporting of the CIL monies. The Infrastructure Funding Statement is being reported to Executive on 18 <sup>th</sup> November and Full Council 8 <sup>th</sup> December 2020. A number of options for CIL governance are currently being explored.
2.	Local Code of Corporate Governance	Develop and approve a new code of governance	April 2021	Head of Corporate Services	Not yet commenced. Earmarked for commencement in quarter 4.
3.	COVID-19	In line with the CIPFA briefing note undertake a lessons learnt analysis from responding to COVID-19	March 2021	Corporate Management Team	Lessons learned are being captured and documented – there are lots of examples already where the council has had to adapt to the ‘new norm’. This piece of work has been added as a pending item within the Overview and Scrutiny Committee work programme. The implementation date will be governed as to when is an appropriate time e.g out of response mode and well into recovery mode.

4.	Administration of Discretionary Housing Payments	Implementation of Internal audit recommendations including; <ul style="list-style-type: none"><li>• Collection and assessment of evidence to support the integrity of DHP applications</li><li>• Review of the DHP policy including a review of non-essential items</li><li>• Independent verification check</li></ul>	December 2020	Revenues and Benefits Manager	Work has commenced on implementing the internal audit recommendations and additional evidence is routinely collected in support of applications and follow up enquiries are made if further information is required. The DHP policy has been reviewed and non-essential items of expenditure are now excluded from the affordability calculation. Limited progress has been made on the independent verification check due to resources being redeployed to support the Covid-19 response. This will be picked up in Quarter 3, resources allowing.
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