

SIGNIFICANT GOVERNANCE ISSUES 2019/20

No.	Governance issue	Proposed Action	Timescale	Responsible Officer/Group	Current Position as at 1 March 2021
1.	Community Infrastructure Levy (CIL) – governance arrangements	Deliver key internal audit recommendations; <ul style="list-style-type: none"> • Overall governance arrangements to be formalised • Operational processes to be agreed e.g. monitoring, reporting and reconciliation • Publication of annual infrastructure funding statement 	September 2021	CIL Working Group (Head of Development as lead officer)	The Infrastructure Funding Statement was approved by Full Council on 8 th December 2020. Work is ongoing with the other JCS Local Authorities in relation to reviewing options for the joint CIL arrangements.
2.	Local Code of Corporate Governance	Develop and approve a new code of governance	April 2021 September 2021	Head of Corporate Services	Work has yet to commence as resources have been deployed to the Covid-19 response
3.	COVID-19	In line with the CIPFA briefing note undertake a lessons learnt analysis from responding to COVID-19	March 2021 September 2021	Corporate Management Team	As the council is still responding to and recovering from the impact of the pandemic on services, producing a report in line with the March deadline is not feasible. Management Team have agreed to extend this to September. As a minimum an interim report will be produced and presented to Overview and Scrutiny Committee. This has been added to the committee's work programme. A template is in circulation for services to

					capture the key lessons learnt to date.
4.	Administration of Discretionary Housing Payments	<p>Implementation of Internal audit recommendations including;</p> <ul style="list-style-type: none"> • Collection and assessment of evidence to support the integrity of DHP applications • Review of the DHP policy including a review of non-essential items • Independent verification check 	December 2020	Revenues and Benefits Manager	<p>As per internal audit recommendations, detailed financial information is collected from applicants in order to assess their application and a checklist is now used to evidence this.</p> <p>The DHP policy has been reviewed and non-essential items of expenditure are excluded when determining eligibility.</p> <p>It has not been possible to perform a significant number of verification checks as these need to be undertaken by either the Revenues and Benefits Manager or internal audit. Both have been partly or wholly redeployed to deliver business grants which has reduced capacity for business as usual work.</p>