

## Governance and Audit Committee Action Plan

G & A meeting	Action	Owner	Target date	Progress	Feedback / Comments
28-Sep-10	Consult through the next Staff Survey on the provision of creche facilities for staff. SC to discuss with SMcG.	SC	31-Aug-11	IP	
28-Sep-10	Partnership Framework to be amended to include a definition of the different significance assessments.	NM		C	Revised document emailed to Members - 08/10/10 by S Glover
28-Sep-10	The Risk Management Strategy be sent to Cabinet (11 November 2010) for approval.	NM	13-Oct-10	C	Emailed to Democratic Services 11/10/10 for inclusion on agenda. Agreed by Cabinet on 11 November 2010.
28-Sep-10	G & A requested that someone from Property Services attend the December meeting to update on property related issues, in particular the valuation process.	SG	13-Jan-11	C	Email sent to Brian White and Geoff Musk - 05/10/10 by S Glover. Agreed at the Governance Group - 7 December 2011, that BW provide a briefing note to be circulated with the agenda for the 13 January 2011 meeting.
22-Jun-10	Investigate re-instigation of Clean Food Awards	MH	13-Jan-11	C	We are unable to progress the score on the doors for Food Safety due to the cost which is in the region of £10,000. We do need to monitor this as there is possibly going to be a change of statute which will require us to do it.
22-Jun-10	Provide update from Cabinet report on tourism grants and how we are going to get this back.	HP	13-Jan-11	C	The Head of Legal & Democratic Services reviewed six tourism grants totalling £12,935 where Finance considered there was evidence of non compliance with the grant conditions. One of the grant recipients, Beeping Bush Limited, has since been dissolved and grant recovery will not be possible for this reason. So far as the five remaining grant recipients are concerned, it was noted in all but one case that 50% of the grant awarded was paid on approval and the balance paid on proof of implementation. In every case, the second tranche of grant funding had been paid over following certification by a Council Officer. In the fifth case payment had been made in four stages, the last three stages being paid on certification by the Council.

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					<p>Consequently, in the opinion of the Head of Legal &amp; Democratic Services, the Council does not have a reasonable prospect of successfully recovering any of these five grants for breach of the condition which entitles the Council to reclaim grant monies if the grant conditions are not complied with because certification and payment by the Council stands as evidence of compliance with the grant conditions, not evidence of non compliance.</p> <p>In addition, although the grant conditions also state that grants will be repayable in full if a proposal is not sustained for at least one year, there was no evidence on the grant files of any subsequent monitoring to establish how long a proposal had been sustained for. As it will be for the Council to prove that a proposal was not sustained for a year, not for the grant recipient to prove that it was, there is also no reasonable prospect of successfully recovering grant monies for breach of the condition requiring a proposal to be sustained for more than one year.</p> <p>As a result, it has not been necessary for the Head of Legal &amp; Democratic Services to consider whether any of the grant recipients could still be traced for the purpose of serving proceedings and he has recommended that these six debts are written off as irrecoverable.</p>

**Key:**

SMcG Sue McGonigal  
SM Sarah Martin  
CP Christine Parker  
SW Simon Webb  
SC Sarah Carroll  
HP Harvey Patterson  
NM Nikki Morris  
MH Madeline Homer  
SG Sue Glover

**Key:**

C Completed  
IP In progress