



Meeting GOVERNANCE AND ETHICS COMMITTEE

Date Wednesday 6 September 2023 (commencing at 10.30am)

membership

### **COUNCILLORS**

Philip Owen (Chairman)  
Johno Lee (Vice-Chairman)

Richard Butler	Sue Saddington
Samantha Deakin	Helen-Ann Smith
Errol Henry JP	Nigel Turner
Andy Meakin	Roger Upton
Michael Payne - <b>Apologies</b>	

### **SUBSTITUTE MEMBERS**

Councillor Jim Creamer substituting for Councillor Michael Payne

### **OFFICERS IN ATTENDANCE**

Robert Briggs	- Children and Families
Heather Dickinson	- Chief Executives
Richard Elston	
Simon Lacey	
Kate Morris	
Jo Toomey	

### **1. MINUTES**

The Minutes of the last meeting held on 19 July 2023, having been previously circulated, were confirmed and signed by the Chairman.

### **2. APOLOGIES FOR ABSENCE**

Apologies for absence were received from:

- Councillor Michael Payne (Other Council Business)

### **3. DECLARATIONS OF INTEREST BY MEMBERS AND OFFICERS**

None.

### **4. UPDATE ON LOCAL GOVERNMENT AND SOCIAL CARE OMBUDSMAN DECISIONS (JUNE TO JULY 2023)**

The report set out information about one complaint against the Council where fault was found by the Local Government and Social Care Ombudsman. Members were

given the opportunity to ask questions of officers and seek assurance about actions put in place from the relevant departments regarding those complaints.

Members raised concerns that another case regarding Education Health and Care Plans was the subject of a complaint and welcomed the more in depth report that would be brought to the next meeting detailing actions taken to improve performance.

Members asked about quality assurance processes surrounding communication and sought assurance that processes were in place to ensure the quality of communications with service users.

**RESOLVED: 2023/32**

That members note the findings of the Local Government and Social Care Ombudsman and welcome the lessons learned and actions taken in response to the findings

**5. LOCAL GOVERNMENT & SOCIAL CARE OMBUDSMAN'S ANNUAL REVIEW LETTER**

Members considered the report which set out the contents of the Annual Review letter from the Local Government & Social Care Ombudsman.

There were no actions arising from this report.

**6. MEMBERS TRAVEL AND SUBSISTENCE SCHEME**

The report broadly set out the Travel and Subsistence scheme and detailed the duties for which it applied. Members were given the opportunity to ask questions and seek assurance that the Scheme was appropriately applied to claims.

The Chairman confirmed that he had not been required to approve any travel expenses as set out in the Scheme and that Officers administered the scheme whilst the Monitoring Officer oversaw it.

Members welcomed the opportunity for an Internal Audit review of the scheme.

**RESOLVED: 2023/33**

- 1) That the contents of the report be noted.
- 2) That an internal audit is carried out to provide assurance over the processes associated with Members' travel claims.

**7. WORK PROGRAMME**

**RESOLVED: 2023/34**

That the work programme be agreed.

The meeting closed at 11:20am  
CHAIRMAN