

CORPORATE GOVERNANCE PANEL

MINUTES 15th April 2016

Executive Boardroom 1.30 p.m.

Panel members: Nicole Scammell, Cllr. Forehead, Colin Jones, Gail Williams, Paul Lewis, Joanne Jones, Richard Harris.

1. **APOLOGIES**

Apologies were received from Paul Lewis.

2. **MINUTES**

The minutes of the meeting held on the 19.11.2015 were agreed.

3. **FEEDBACK FROM WAO ON CORPORATE GOVERNANCE REVIEW**

NS confirmed that although verbal feedback has been provided we are still waiting for the final report.

4. **DRAFT CHECKLISTS**

The updated summary of the draft checklists received was discussed with RH indicating that there does not appear to be any significant trends or patterns and although there are some commonalities between submissions they were all considered to be localised follow on work falling out of corporate development work. The panel agreed that the checklists were not throwing out any areas of corporate governance concern.

5. **OVERVIEW GROUP COMMENTS**

The summary of the comments made by the overview group was reviewed with several discussed at length however the panel considered that the issues raised were not appropriate to take forward into the AGS.

6. **POTENTIAL AREAS FOR IMPROVEMENT**

A discussion took place around some of the issues highlighted within the HOS comments and some issues brought forward by the panel members. Before agreeing on any areas for inclusion in the AGS it was agreed that RH should go ahead and meet the Chief Executive to discuss any issues he may wish to add to the debate.

7. **DRAFT NARRATIVE**

It was agreed that all panel members would review the content of the template AGS and specified key officers would also be consulted so that the base template is up to date in respect of structures, initiative and emerging areas. RH to coordinate responses and the target date for the AGS being taken to CMT was going to be the 19th May.