

To: Members of the Corporate
Governance Committee

Date: 28 October 2014

Direct Dial: 01824712575

e-mail: dcc_admin@denbighshire.gov.uk

Dear Councillor

You are invited to attend a meeting of the **CORPORATE GOVERNANCE COMMITTEE** to be held at **9.30 am** on **WEDNESDAY, 5 NOVEMBER 2014** in **CONFERENCE ROOM 1A, COUNTY HALL, RUTHIN.**

Yours sincerely

G. Williams
Head of Legal and Democratic Services

AGENDA

PART 1 - THE PRESS AND PUBLIC ARE INVITED TO ATTEND THIS PART OF THE MEETING

1 APOLOGIES

2 DECLARATIONS OF INTEREST (Pages 5 - 6)

3 URGENT MATTERS

4 MINUTES (Pages 7 - 26)

- (a) To receive the minutes of the Corporate Governance Committee meeting held on the 3rd September, 2014.
- (b) To receive the minutes of the Corporate Governance Committee meeting held on the 29th September, 2014.

5 BUDGET PROCESS 2015/16 (Pages 27 - 32)

To consider a report by the Head of Finance and Assets, which provides an update on the process to deliver the revenue budget for 2015/16. (copy enclosed).

6 CORPORATE RISK REGISTER REVIEW (Pages 33 - 42)

To consider a report by the Head of Business, Improvement and Modernisation (copy enclosed) which sought consideration on the formally updated version of the Corporate Risk Register.

7 FINANCIAL PAYMENT TO CARE LEAVERS - UPDATE (Pages 43 - 48)

To consider a report by the Head of Internal Audit, which provides an update on progress with the action plan included in the Internal Audit report on Financial Payments to Care Leavers issued in March, 2014 (copy enclosed).

8 ANTI FRAUD CORRUPTION AND BRIBERY POLICY (Pages 49 - 52)

To consider a report by the Head of Legal, HR and Democratic Services, on the revisions to the Council Anti-Fraud and Corruption Policy (copy enclosed).

9 CONTRACT PROCEDURE RULES (Pages 53 - 106)

To consider a report by the Acting Strategic Procurement Manager, which presents the revised Contract Procedure Rules prior to submission to Council for approval (copy enclosed).

10 YOUR VOICE - USING CUSTOMER FEEDBACK (Pages 107 - 130)

To consider a report by the Head of Customers and Education Support (copy enclosed) which provides an overview of customer engagement activity across the Authority, and includes specific examples of services utilising customer feedback to shape service design and delivery.

11 YOUR VOICE ANNUAL REPORT 2013/14 (Pages 131 - 142)

To consider a report by the Head of Customers and Education Support (copy enclosed) which provides an overview of the feedback received via Denbighshire's customer feedback policy 'Your Voice' during the period 01.04.13 – 31.03.14.

12 CORPORATE GOVERNANCE COMMITTEE TERMS OF REFERENCE
(Pages 143 - 146)

To consider a report by the Head of Legal, HR and Democratic Services (copy enclosed) which sought the Committees' views on transferring areas from the Committee's Terms of Reference to the Councils Standards Committee.

13 GOVERNANCE IMPROVEMENT PLAN UPDATE (Pages 147 - 152)

To consider a report by the Head of Internal Audit, which provides an update on the Council's Governance Improvement Plan arising from the Council's 2013/14 'annual governance statement' (copy enclosed).

14 FEEDBACK ON CORPORATE EQUALITIES MEETING

To receive a verbal report from Councillor M.L. Holland.

15 CORPORATE GOVERNANCE COMMITTEE WORK PROGRAMME (Pages 153 - 156)

To consider the Committee's forward work programme (copy enclosed).

MEMBERSHIP

Councillors

Joan Butterfield
Stuart Davies
Peter Duffy

Martyn Holland
Gwyneth Kensler
Jason McLellan

Lay Member

Paul Whitham

COPIES TO:

All Councillors for information
Press and Libraries
Town and Community Councils