

CORPORATE GOVERNANCE COMMITTEE PROGRESS REPORT

Committee	Decisions	Date for Action	Action Taken	Officer Responsible	Delete from future list															
N/A	<p>Constitution Review Working Group</p> <p>Constitution Review Working Group appointed at Annual Council on 21 May 2026.</p>	N/A	<p>The Group has a meeting scheduled for 18 June to consider the revised Scheme of Delegation. In the meantime, an additional meeting of the Group took place on 4 June to look at the governance implications of the National Scheme of Delegation of planning Decisions.</p>	<p>Elections & Democratic Services Manager</p>	No															
18/03/2026	<p>Corporate Risk Register</p> <p><u>Committee</u></p> <p>Over half of staff were having completed the required training with the deadline set a deadline for completion by the end of March, so a short period to get the other half compliant. How many people have to do the training and what is the cut off - are we happy with 80% 90% 100 percent</p>		<p>Safeguarding Figures as at 1 April 2026</p> <table border="1" data-bbox="981 767 1585 1254"> <thead> <tr> <th data-bbox="981 767 1238 807">Status</th> <th data-bbox="1238 767 1458 807">Number</th> <th data-bbox="1458 767 1585 807">%</th> </tr> </thead> <tbody> <tr> <td data-bbox="981 807 1238 842">Completed</td> <td data-bbox="1238 807 1458 842">523</td> <td data-bbox="1458 807 1585 842">86%</td> </tr> <tr> <td data-bbox="981 842 1238 877">Not completed</td> <td data-bbox="1238 842 1458 877">53</td> <td data-bbox="1458 842 1585 877">9%</td> </tr> <tr> <td data-bbox="981 877 1238 1015">In progress (face to face toolbox talks – date being confirmed)</td> <td data-bbox="1238 877 1458 1015">16 Ground Maintenance</td> <td data-bbox="1458 877 1585 1015">2.5%</td> </tr> <tr> <td data-bbox="981 1015 1238 1254">Not completed – due to long term sickness, maternity, very new starter, retired, leaver or about to leave</td> <td data-bbox="1238 1015 1458 1254">16</td> <td data-bbox="1458 1015 1585 1254">2.5%</td> </tr> </tbody> </table> <p>(Total 608 Learn Accounts)</p>	Status	Number	%	Completed	523	86%	Not completed	53	9%	In progress (face to face toolbox talks – date being confirmed)	16 Ground Maintenance	2.5%	Not completed – due to long term sickness, maternity, very new starter, retired, leaver or about to leave	16	2.5%	<p>Learning & Development Business Partner</p>	Yes
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	<p>completion? The figure who had undertaken the training was not acceptable as it's mandatory training so needs to happen. Members requested to receive the latest position as a matter of urgency and when all staff would be trained.</p> <p>What sanctions are at HR's disposal to ensure people undertake the training?</p>		<p>Non wired staff, such as Refuse teams who do not have Learn accounts, received their Toolbox Talks from their managers in November 2025 and registers are kept locally (these figures are not included in the 608 total above). There have been a number of reminders to staff. As you will see from the table above there are some staff where they are on maternity leave, long term sickness etc. An email is being sent to all Heads of Service with staff names asking them to ensure staff complete both modules by 14 April. The email also says that management action will be considered with those that fail to complete by the deadline. The Chief Executive will also be doing a vlog for the intranet around the importance of completing safeguarding training. Going forward there will be quarterly reviews of this data to capture non-compliance.</p> <p>Further Update:</p> <p>I would like to report that everyone who needed to has now completed their mandatory safeguarding eLearning modules.</p>		
<p>18/03/2026</p>	<p>Corporate Risk Register</p>		<p>Officers have confirmed these are the new risks added by Head of HR.</p>	<p>Internal Auditor</p>	<p>Yes</p>

CORPORATE GOVERNANCE COMMITTEE PROGRESS REPORT

	Risks 20-24 - Are these new risks or recategorised into the corporate risk register?				
18/03/2026	<p>Corporate Risk Register</p> <p>At 3.1.5 – Staffing - steady progress had been made - Members recalled at Full Council meeting told lots of people were trying to come and join HDC and HDC was an attractive place to work, and wondered whether the residual risk would have reduced from the high level it was at previously, and are we able to now see that risk has been diminished because we're now a more attractive piece of work, in advance of the next meeting.</p>		Assurances are now in place and working at BAU, reducing the likelihood of the risk occurring. Turnover is remaining at a low level with no concerns at the moment of it rising; attraction to HDC remains high with few roles struggling to recruit. The Residual Risk score has been lowered to reflect this and is now at: 2 – Unlikely	<p>Risk Manager</p> <p>Head of HR & OD</p>	Yes
18/03/2026	<p>Internal Audit Progress Report</p> <p>Particular interest with regard to the Market</p>		O&S have previously been provided on updates as projects have progressed in to delivery; O&S agreed to receive a final report once the MTP has substantially completed the majority of the projects and	Deputy Chief Executive & Corporate Director (Place)	Yes

CORPORATE GOVERNANCE COMMITTEE PROGRESS REPORT

	<p>Towns programme - the final washup of market towns programme hasn't gone through the scrutiny process in this democratic cycle. Committee asked if it was possible to circulate that to the Committee once it is finalised so Committee don't have to wait to the June meeting.</p>		<p>therefore was not due to come forward within the last democratic cycle.</p> <p>Members are regularly updated on a place-based level, and regular updates are given via Cabinet on progress, as well as All Member briefings. The last update was specifically on Ramsey in December 2025 which was reported to Cabinet - 4. Ramsey Great Whyte Regeneration.pdf</p> <p>RSM will be reporting within their regular progress report at the June CGC meeting on the summary findings.</p>	<p>Corporate Director (Finance and Resources) and Section 151 Officer</p>	
<p>18/03/2026</p>	<p>Future Arrangements for Internal Audit</p> <p>Does the direct award require a mandatory standstill period?</p>		<p>Officers have confirmed that the direct award to Consultancy+ through the YPO framework doesn't require the mandatory standstill period.</p>	<p>Head of Democratic Services and Monitoring Officer</p>	<p>Yes</p>