



---

# Chelmsford City Council Governance Committee

**17 January 2024**

---

## **Work Programme**

---

Report by:  
Monitoring Officer

---

Officer Contact:  
Monitoring Officer – Lorraine Browne, 01245 606560,  
[lorraine.browne@chelmsford.gov.uk](mailto:lorraine.browne@chelmsford.gov.uk)

---

### **Purpose**

The purpose of this report is to receive members' comments on the Committee's future work programme.

### **Recommendations**

1. Members are invited to comment on the Committee's work programme, attached as Appendix 1 to this report, and make any necessary amendments to it.
- 

## **1. Background**

- 1.1. The Work Programme is reviewed by the Committee at each meeting. The current version is attached at Appendix 1 to this report and includes the proposed work for future meetings, based on the Programme content for recent years.

## 2. Conclusion

2.1. Members are invited to comment on the Committee's work programme and make any necessary amendments to it.

### List of appendices:

Appendix 1 – Governance Committee Work Programme

### Background papers:

Nil

---

## Corporate Implications

Legal/Constitutional: None

Financial: None

Potential impact on climate change and the environment: None

Contribution toward achieving a net zero carbon position by 2030: None

Personnel: None

Risk Management: None

Equality and Diversity: None

Health and Safety: None

Digital: None

Other: None

---

### Consultees:

None

---

### Relevant Policies and Strategies:

Not applicable

---

**Governance Committee Work Programme**

**Appendix 1**

**17 January 2024**

- Monitoring Officer Report
- Proposed constitution changes (including minor change to employee code of conduct)
- Polling District Review

**6 March 2024**

- Monitoring Officer Report
- Annual Constitution Report
- Alignment of Whistleblowing policy to work being undertaken on Fraud and Corruption
- Gifts and Hospitality Report

**12 June 2024**

Joint meeting – annual governance statement and local code

Monitoring Officer Report

**16 October 2024**

Monitoring officer report

Annual SIRO report

Annual Whistleblowing report

Annual ROI report

Annual Ombudsman report

Annual SRO RIPA report

Ad hoc reports

- Politically exempt officer posts

Training