

Governance and Audit Committee

MINUTES OF THE MEETING HELD ON 09 September 2008

Councillors: Jeff Beck (*Chairman*) (P), Paul Bryant (P), Tony Linden (P), Irene Neill (P), Julian Swift-Hook (AP), Tony Vickers (*Vice-Chairman*) (P), Quentin Webb (P)

Substitutes: Brian Bedwell, Keith Woodhams (SP), Adrian Edwards, Owen Jeffery

Also present: David Holling (Head of Legal and Electoral Services), Andy Walker (Head of Finance) and Andy Day (Head of Policy and Communication).

PART I

1. APOLOGIES.

Apologies for inability to attend the meeting were received on behalf of Julian Swift-Hook. Councillor Keith Woodhams substituted for Councillor Swift-Hook.

2. MINUTES.

The Minutes of the meeting held on 25 June 2008 were approved as a true and correct record and signed by the Chairman.

3. DECLARATIONS OF INTEREST.

There were no declarations of interest received.

4. KPMG (external auditors) – ISA 260+ report to those charged with governance.

The Committee noted that representatives from KPMG would be attending the next meeting.

5. Use of Consultants – Guidance and Changes to the Constitution

The Committee considered the report in relation to guidance and proposed changes to the constitution relating to the use of consultants. It was agreed that the report should be referred to Council with a recommendation that the proposed changes be approved subject to Form 1A having a box to confirm that the Portfolio Holder had been consulted.

RESOLVED: That the proposed changes to the constitution and guidance in relation to the use of consultants be recommended to Council for approval subject to Form 1A being amended to include a box to show that the Portfolio Holder had been consulted.

6. Delegation of Authority to Accept Government Grant Terms and Conditions on the Council's Behalf

Andy Walker recommended a delegation of authority to the Head of Finance (s151 Officer) to accept Government grant terms and conditions on the Council's behalf. It was agreed that the report should be amended to show that the purpose of the report was to introduce delegated authority for this purpose because of the requirements of the Department of Transport in relation to Government grants.

RESOLVED: That, subject to the report being amended to show that the delegation was required because of Department of Transport requirements, Council be recommended to approve the report.

7. a) Changes to the Constitution

Andy Day briefly introduced his report proposing a new Council Rule of Procedure concerning the management of amendments at Council that have financial implications. It was proposed to introduce a new procedure as follows:

RESOLVED: That the proposed new Council Rule of Procedure relating to the management of amendments which have financial implications be recommended to Council for approval.

b) Changes to the Constitution

The Committee considered a report prepared by the Leader of the Liberal Democrats seeking approval to revise the Council's Constitution in respect of speaking rights at Full Council meetings and Overview and Scrutiny Commission meetings.

RESOLVED: That the report be referred to Council for approval.

8. Review of Area Forums

The Committee considered the report of the Area Forum Task Group in relation to the proposed introduction of a new model of public engagement. Councillor Tony Vickers reported that he would like the Liberal Democrat Group's opposition to the proposals to discontinue Areas Forms be formally minuted given that the Task Groups deliberations were exempt.

The Committee agreed that the recommendation contained within the report should be referred to Council for approval subject to the word "Senior" in recommendation (b) being removed.

RESOLVED: That, subject to the above amendment, the recommendations in the report be recommended to Council for approval.

(The meeting commenced at 6.30pm and closed at 7pm)

CHAIRMAN

Date of Signature: