



EAST CAMBRIDGESHIRE DISTRICT COUNCIL

THE GRANGE, NUTHOLT LANE,
ELY, CAMBRIDGESHIRE CB7 4EE
Telephone: 01353 665555

MEETING: **CORPORATE GOVERNANCE AND FINANCE COMMITTEE**
TIME: **4.30pm**
DATE: Monday 21 July 2014
VENUE: Council Chamber, The Grange, Nutholt Lane, Ely
ENQUIRIES REGARDING THIS AGENDA: Tracy Couper
DIRECT DIAL: (01353) 665555 EMAIL: tracy.couper@eastcambs.gov.uk

Membership:

Conservative Members

Cllr David Ambrose-Smith
Cllr David Brown (Vice-
Chair)
Cllr Kevin Ellis (Chair)
Cllr Chris Morris
Cllr James Palmer
Cllr Josh Schumann

Liberal Democrat Members

Cllr Lorna Dupré
Cllr Neil Morrison
Cllr Gareth Wilson
(Spokes)

Independent Member

Cllr Philip Read
Cllr Andy Wright (Spokes)

Substitutes:

Cllr Allen Alderson
Cllr Tony Parramint

Substitutes:

Cllr Jeremy Friend-Smith
Cllr Robert Stevens

Substitutes:

Cllr Derrick Beckett
Cllr Colin Fordham

Lead Officer:

Linda Grinnell, Head of Finance

Quorum: 5 Members

A G E N D A

- 1. Public Question Time**
The meeting will commence with up to 15 minutes public question time
- 2. Apologies and Substitutions**
- 3. Declarations of Interest**

To receive declarations of interest from Members for any items on the Agenda in accordance with the Members Code of Conduct.

4. Terms of Reference

To note the Terms of Reference for the Committee drafted in accordance with the delegated authority given to the Chief Executive and the Deputy Monitoring Officer at the Council meeting on 15 April 2014, to make any necessary amendments to Committee Terms of Reference and any consequential amendments to the Constitution arising from the changes to the Committee structure.

5. Minutes

To confirm as a correct record the Minutes of the meeting of the Committee held on 15 May 2014.

6. Chairman's Announcements

ITEMS FOR DECISION

7. External Audit Annual Audit and Certification Fee Letter

8. External Audit Progress Report

9. External Audit Local Government Sector Update

10. Review of Effectiveness of Internal Audit

11. Internal Audit Annual Report and Audit Opinion

12. Community Right to Challenge

13. Corporate Governance & Finance Hearings Sub-Committee/Panel

14. Service Delivery Planning Methodology

Because of the requirement for colour copying, Appendices 2 and 3 of this report have been circulated separately to Members of the Committee. Copies are available on the website, for viewing at the Council offices and from Democratic Services.

15. Appointment of Service Delivery Champions

ITEMS FOR INFORMATION

16. Local Enterprise Partnership (LEP) Update

17. Audit Commission Fraud Briefing 2012/13

Because of the requirement for colour copying, the Fraud Briefing document (Appendix 1) has been circulated separately to Members of the Committee. Copies are available on the website, for viewing at the Council offices and from Democratic Services.

18. Appointment of Representatives on Outside Bodies and Annual Reports

19. Information Items Report

Amounts Written-Off as Irrecoverable

EXCLUSION OF THE PUBLIC INCLUDING REPRESENTATIVES OF THE PRESS

That the press and public be excluded during the consideration of the remaining item no(s). because it is likely, in view of the nature of the business to be transacted or the nature of the proceedings, that if members of the public were present during the items there would be disclosure to them of exempt information of Category 3, 4 and 5 of Part I Schedule 12A to the Local Government Act 1972 (as amended).

20. Information Items Report

Action taken by the Chief Executive on the Grounds of Urgency

NOTES:

1. Members of the public are welcome to attend this meeting. There are a number of schemes aimed at encouraging public participation in the Council's activities and meetings. These include public question times and a process to enable petitions to be submitted. Details of these can be obtained by calling any of the telephone numbers below or by logging onto the Council's website.

The maximum capacity for meetings in the Council Chamber has been set by the Fire Officer at 100 persons. Allowing for Member/Officer attendance and room layout constraints, this will normally give a capacity for public attendance of approx 60 people.

Admittance to the Council Chamber is on a "first come, first served" basis and public access will be from 15 minutes before the start time of the meeting.

2. Fire instructions for meetings:

- If the fire alarm sounds please make your way out of the building by the nearest available exit - i.e. the back staircase or the fire escape in the chamber. Do not to use the lifts.
- The fire assembly point is in the front staff car park by the exit barrier.
- This building has an auto-call system to the fire services, so there is no need for anyone to call the fire services.

The Committee Officer will sweep the area to ensure that everyone is out of this area.

3. Reports are attached for each agenda item unless marked "oral".
4. If required all items on the agenda can be provided in different formats (e.g. large type, Braille or audio tape, or translated into other languages), on request, by calling Main Reception on (01353) 665555 or e-mail: translate@eastcamb.gov.uk
5. If the Committee wishes to exclude the public and press from the meeting a resolution in the following terms will need to be passed:

"That the press and public be excluded during the consideration of the remaining items no. X because it is likely, in view of the nature of the business to be transacted or the nature of the proceedings, that if members of the public were present during the item there would be disclosure to them of exempt information of Categories X Part I Schedule 12A to the Local Government Act 1972 (as Amended)."