

Date of Publication of Decision List: Thursday 24 July 2014

CORPORATE GOVERNANCE & FINANCE COMMITTEE – 21 JULY 2014
DECISION LIST

AGENDA ITEM NO.	REPORT REF.	ITEM	ISSUE	DECISION	ACTION BY
1.	-	Public Question Time		No questions were submitted by the members of the public.	
4.	-	Terms of Reference	To note the Terms of Reference for the Committee.	It was resolved: That the updated Terms of Reference for the Committee tabled at the meeting be noted.	John Hill/Amanda Apcar

6.	-	Chairman's Announcements	<p>The Chairman made the following announcements:</p> <p><u>Changes to Membership of the Committee</u></p> <p>Arising from the decision made at full Council on 17 July 2014 to reflect the changes to proportionality resulting from the Soham South By-Election, Councillor Philip Read has been removed as a Member of the Committee and Councillor Hamish Ross has been appointed as a Member of the Committee.</p> <p><u>Additional Meeting of the Committee – Service Delivery Plans</u></p> <p>Members will be aware that there is an item on the Agenda today at No. 14 setting out the Service Delivery Planning methodology. In that connection, I would like to advise Members that, with the agreement of the Chairman of the Committee and myself, an additional meeting of the Committee has been scheduled for Thursday 6 November 2014 with the usual commencement time of 4.30pm, to consider the draft Service Delivery Plans for this Committee. Please can you make a note of this date in your diary.</p> <p><u>Audit Training</u></p> <p>Members of the Committee and substitutes will have received an E-mail on Audit Training taking place at Huntingdonshire District Council Offices on Thursday 11 September 2014. It will be an all-day session, from 9.30am until 4.30pm. As Audit is a key function of this Committee, would any Members interested in attending the training please respond to Su Field by Friday 25 July 2014.</p>	<p>Members of Committee to make note of date in diary</p> <p>Members of Committee to respond to Su Field by Friday 25 July 2014</p>
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7.	-	External Audit Annual Audit and Certification Fees Letter	To receive the External Audit Annual Audit and Certification Fees Letter for 2014/15.	It was resolved: That the External Audit Annual Audit and Certification Fees Letter for 2014/15 be noted.	Linda Grinnell
8.	-	External Audit Progress Report	To receive a report from the Council's External Auditors Ernst and Young on progress with the 2013/14 audit.	It was resolved: That the External Audit progress report be noted.	Linda Grinnell
9.	-	External Audit Local Government Sector Update	To receive the Local Government Sector briefing from the Council's External Auditors Ernst and Young.	It was resolved: That the External Audit briefing be noted.	Linda Grinnell
10.	P42	Review of Effectiveness of Internal Audit 2013/14	To receive the outcome of the review of the effectiveness of the system of Internal Audit for the financial year 2013/14.	It was resolved: That the results of the review as outlined in the submitted report be noted.	Linda Grinnell /Trevor Bowd
11.	P43	Internal Audit Annual Report and Opinion 2013/14	To consider the work of Internal Audit during the financial year 2013/14.	It was resolved: That the content of the Internal Audit Annual Report, and Opinion, attached at Appendix 1 to the submitted report, be noted.	Linda Grinnell /Trevor Bowd

12.	P44	Community Right to Challenge Protocol and Delegations	To consider proposed amendments to the Community Right to Challenge (CRtC) Protocol and the delegations associated with implementing this process, to reflect the Management and Committee re-structuring.	<p>It was resolved:</p> <ol style="list-style-type: none"> 1. That the revised Community Right to Challenge Protocol and Appendices attached to the submitted report be approved, subject to the correction of the website details on page 7 of the Protocol. 2. That the amendments to the delegations, as set out in paragraph 4 of the submitted report, be noted. 	Julie Cornwell/ Sarah Steed
13.	P45	Corporate Governance & Finance Hearings Sub-Committee/Panel	To consider the reconstituting of the Hearings Sub-Committee/Panel to conduct any Hearings required into potential breaches of the Members Code of Conduct by District and Parish Councillors and to appoint Members to the Sub-Committee.	<p>It was resolved:</p> <p>That a Corporate Governance and Finance Hearings Sub-Committee be established, based on a Membership of 7 in accordance with the Terms of Reference attached at Appendix 1 to the submitted report, and Members be appointed to the Sub-Committee on the proportionate basis of 4 Conservative 2 Liberal Democrat and 1 Independent Members as follows:</p> <p>Cllr David Ambrose-Smith Cllr Derrick Beckett Cllr David Brown Cllr Kevin Ellis Councillor Sheila Friend-Smith Cllr Neil Morrison Cllr Josh Schumann</p>	Amanda Apcar/Tracy Couper
14.	P46	Service Delivery Planning Methodology	To consider the format and methodology of the Council's proposed Service Delivery Plans.	<p>It was resolved:</p> <p>That the format and methodology of Service Delivery Plans as stated in Appendices 1 and 2 and illustrated in Appendix 3 to the submitted report be approved.</p>	

15.	P47	Service Delivery Champions	To appoint Service Delivery Champions for the service areas covered by the Corporate Governance and Finance Committee.	<p>It was resolved:</p> <p>That Service Delivery Champions be appointed for service areas as follows:</p> <p>Democratic Services – Cllr Christine Ambrose-Smith Economic Development – Cllr Bill Hunt Infrastructure – Cllr Allen Alderson Performance Management – Cllr Lis Every Strategic Housing – Cllr Mike Rouse Strategic Planning – Cllr Tom Hunt</p>	John Hill/Jo Brooks
16.	P48	Greater Cambridge Greater Peterborough Local Enterprise Partnership	To provide an update on the Greater Cambridge, Greater Peterborough Local Enterprise Partnership (GCGP LEP) and recent funding announcements.	<p>It was resolved:</p> <p>That the report be noted.</p>	Darren Hill
17.	P49	Audit Commission Fraud Briefing 2012/13	To receive the Audit Commission's Fraud Briefing for the financial year 2012/13.	<p>It was resolved:</p> <p>That the report be noted.</p>	Linda Grinnell /Trevor Bowd

18.	P50	Annual Reports of Representatives on Outside Bodies	To receive the Annual Reports from appointed Council representatives on the activities and manner in which funding is spent by the outside bodies within the responsibility of this Committee.	<p>It was resolved:</p> <ol style="list-style-type: none"> 1. That the Annual Reports from appointed Council representatives on the activities and manner in which funding is spent by the outside bodies within the responsibility of Finance and Governance Committee, attached at Appendix 2 to the submitted report, be noted. 2. That the following Councillors be appointed to Internal Drainage Boards (IDBs): <p>Vacancy on Middle Fen and Mere - Cllr Hamish Ross Vacancy on Padnal and Waterden – Cllr Chris Morris Waterbeach Level – Cllr Bill Hunt to replace Cllr Robert Stevens</p> 	Janis Murfet
19.	P51	Information Items	To note the content of the information items report on amounts written-off as irrecoverable.	<p>It was resolved:</p> <p>That the report be noted.</p>	Linda Grinnell
		Exclusion of the Public including Representatives of the Press		<p>It was resolved:</p> <p>That the public (including representatives of the press) be excluded during the consideration of the remaining items 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).</p>	

20.	-	Information Items	To note the content of the information items report on action taken by the Chief Executive on the grounds of urgency.	<p>It was resolved:</p> <p>That the report be noted.</p>	John Hill
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Please Note: These decisions will come into effect on Monday 4 August 2014 unless any 2 Members object and call-in the decision. The call-in must be in writing to the Chief Executive and be received by Monday 28 July 2014. Recommendations of the Policy Committees to other bodies (or to Council) cannot be called-in.