



MINUTES OF A MEETING OF THE AUDIT AND GOVERNANCE COMMITTEE HELD ON 19th JUNE 2013

PRESENT: Councillor M Gant (Chair), Councillors M Thurgood, M Couchman, K Gant and S Pritchard

Officers Jane Hackett (Solicitor to the Council and Monitoring Officer)

1 APPOINTMENT OF CHAIR

RESOLVED: That Councillor M Gant be appointed as Chair.

(Moved by Councillor M Thurgood and seconded by Councillor K Gant)

2 APPOINTMENT OF VICE-CHAIR

RESOLVED: That Councillor M Thurgood be appointed as Vice-Chair.

(Moved by Councillor M Gant and seconded by Councillor K Gant)

Councillor M Thurgood left the meeting at 18:05.

3 APOLOGIES FOR ABSENCE

Apologies for absence were received from Councillor P Seekings

4 MINUTES OF THE PREVIOUS MEETING

The minutes of the meeting held on 28 March 2013 were approved and signed as a correct record.

(Moved by Councillor M Couchman and seconded by Councillor K Gant)

5 DECLARATIONS OF INTEREST

All present noted their collective interests in the Constitution.

6 PROPOSED CHANGES TO THE CONSTITUTION AND SCHEME OF DELEGATION

The report of the Solicitor to the Council and Monitoring Officer seeking Members comments on the proposed changes to the Constitution and Scheme of Delegation was considered.

RESOLVED: That the report be passed to Council for approval with the following additional recommendations:

Audit and Governance Committee proposals with regard to the Constitution review, 2013.

1. Article 10

Under role and functions insert at paragraph (b) line 3 between the words “freewoman” and “of” - “or honorary freedom”

2. Articles 11 and 12

The Committee considered the insertion of Article 11 Area Committees and Forums and Article 12 Joint Arrangements to be worthwhile insertions.

3. Part 4 Rules of Procedure

(i) Paragraph 4.2.18 add at the end of this paragraph the following:-
“The Leader and Leader of the Opposition in exceptional circumstances will inform the Council of any changes in the membership of Committees”

(ii) Paragraph 4.2.22 be deleted and re-inserted as follows:-
“to include on the agenda any outstanding matters referred by Overview and Scrutiny and any referrals from committees or sub committees until the matters are completed or resolved”

(iii) Paragraph 4.5.3 at the beginning of this paragraph and Paragraph 2.4.3 of Schedule 1 insert the following:-
“the Leader of the party”

(iv) in the section **QUESTIONS BY THE PUBLIC** headed **written answers** and at Paragraph 13.9 (e) of Schedule 4 add after “as soon as practicable after the meeting” the following:-
“but in any event before the next meeting”

4. Schedule 4

(i) Paragraph 10.5 at the end add the following:-
“such matters to remain on the agenda until they are completed or resolved”

- (ii) Paragraph 13.1 delete the word “other” so that it coincides with Paragraph 10 of the same Schedule.

5. Job Descriptions for Members Roles

In all of the job descriptions with exception of that of Councillors replaced the heading “**Skills required**” with “**Skills desired**”.

Chair

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