

FERRYHILL TOWN COUNCIL

CORPORATE GOVERNANCE COMMITTEE

Minutes of the meeting of the **Corporate Governance Committee** held in the Council Chamber, Town Hall, Ferryhill, at 6pm on **WEDNESDAY, 6th MARCH 2019**.

PRESENT: *Councillors:* J. Cansella, D. Farry, K. Graham, N. Jones and Z. Roddam

Officials: D. Shingleton, Accountant; G. Fletcher, Internal Auditor

C27.18-19 **APOLOGIES FOR ABSENCE**

Apologies for absence were received from Councillor C. Woods.

C28.18-19 **MEMBERS DISPENSATION**

No requests for dispensations were received.

C29.18-19 **DECLARATIONS OF INTEREST**

There were no declarations of interest.

C30.18-19 **PUBLIC PARTICIPATION**

There was no public participation.

C31.18-19 **MINUTES OF THE MEETING HELD ON 12 FEBRUARY 2019**

RESOLVED:

That the minutes of the meeting held on 12 February 2019 be agreed as a correct record.

Mr Shingleton updated the Committee on previous issues:

- a) Publishing expenses – the Local Authorities (Members' Allowances) (England) Regulations 2003 require an authority to publish the total expenses paid in the year under any allowances scheme. "Year" is defined as "any period of 12 months ending on 31 March...."
- b) Agenda/Minutes – these are now included on the Council's website.
- c) Partnership Working Agreements/Contracts – the Committee requires sight of all agreements at the next meeting.

C32.18-19 **INTERNAL AUDIT PROGRESS OF WORK**

- a) Members considered reports from the Internal Auditor on two completed audits this year to date. These were:

Audit Report 1 – Budget Setting & Budgetary Control – Substantial Assurance

The Auditor included an Action Plan which identified the need to review the Medium Term Financial Plan every year, and use it during the budget process.

Audit Report 2 – Corporate Governance – Substantial Assurance

The Auditor included an Action Plan which identified the need to keep and update an action log to monitor decisions made by the Council and their implementation. .

- b) Members considered the Internal Auditor's report on Follow-Up Audit Work.

RESOLVED:

That Members:

- a) Note the conclusions in the two audit reports completed by Mr Fletcher, and the recommendations in the two Action Plans;
- b) Note that all audit recommendations from previous audits had been implemented, or satisfactory progress was being made.
- c) Thank Mr Fletcher for his work.

C33.18-19 REVIEW OF INTERNAL CONTROL

Members considered the report from the Accountant on the annual review of Internal Control, as required by the Accounts and Audit Regulations.

RESOLVED:

- a) That the report be noted.
- b) That the Committee dedicate a meeting in the near future to consider the matters of risk and risk management.

C34.18-19 STANDING ORDERS

Mr Shingleton circulated a revised extract from the Council's Constitution concerning Delegated Powers. Members were given time to consider this, and the amended Standing Orders following the decision of the Committee at its last meeting. Members agreed that further consideration of the Constitution was required, as the delegated powers still referred, amongst other things, to Finance Committee.

RESOLVED:

- a) That the amended Standing Orders be approved; and
- b) Further consideration be given to the Constitution.

C35.18-19 POLICY REVIEW

Members considered a list of Policies previously provided by the Chair.

RESOLVED:

- a) That Mr Shingleton reviews policies classed as financial, and submits these to the next meeting of the Committee.
- b) The Chair provides a list of policies considered in need of urgent review.

C36.18-19 DATE OF NEXT MEETING

RESOLVED:

- a) That the date of the next meeting be Tuesday, 2nd April 2019 at 6.00pm.

There being no further business the meeting was closed at 6.55pm

CERTIFIED AS A TRUE RECORD

CHAIR.....

DATE.....