



**Service Director - Governance and
Commissioning Support**

Julie Muscroft

Governance and Democratic Services

Civic Centre 3

High Street

Huddersfield

HD1 2TG

Tel: 01484 221000

Decision Summary

Committee:
AUDIT COMMITTEE

Date:

Committee Clerk:

TEL:

CORPORATE GOVERNANCE AND

FRIDAY 12 MAY 2017

Andrea Woodside

01484 221000

Chair

Councillor Hilary Richards

Councillors Attended

J Stewart-Turner, C Pattison, K Pinnock, J Taylor and L Wilkinson

Ex-officio

Councillor Nigel Patrick

Apologies

Councillor A Palfreeman

1 Membership of the Committee

This is where Councillors who are attending as substitutes will say for whom they are attending.

Councillor Patrick substituted for Councillor Palfreeman.

2 Interests

The Councillors will be asked to say if there are any items on the Agenda in which they have disclosable pecuniary interests, which would prevent them from participating in any discussion of the items or participating in any vote upon the items, or any other interests.

No interests were declared.

3 Admission of the Public

Most debates take place in public. This only changes when there is a need to consider certain issues, for instance, commercially sensitive information or details concerning an individual. You will be told at this point whether there are any items on the Agenda which are to be discussed in private.

It was noted that all agenda items would be considered in public session.

4 Deputations/Petitions

The Committee will receive any petitions and hear any deputations from members of the public. A deputation is where up to five people can attend the meeting and make a presentation on some particular issue of concern. A member of the public can also hand in a petition at the meeting but that petition should relate to something on which the body has powers and responsibilities.

No deputations or petitions were received.

5 Annual Report on Treasury Management 2016-17

To receive the report.

Contact: Tim Mitchell, Finance Manager

That the review of treasury management activity for 2016/2017 be received and noted.

6 Proposed changes to the Council's Constitution

To consider the report.

Contact Officer: Julie Muscroft, Service Director – Legal, Governance and Commissioning.

- 1) (i) That the proposed changes to Articles of the Constitution and Council Procedure Rules be approved as detailed within the considered report, that further discussion take place regarding the proposals for start times and breaks as set out at paragraph 2.15 of the report, and that a piece of work take place during the year looking at the arrangements for Council meetings including content and scheduling.

(ii) That the explanation to the proposed amendment at 2.13 be amended to read ‘...representation to be made to the meeting on the subject matter, within the five minute allocation that is permitted.’
 - 2) That Council be requested to delegate authority to the Service Director – Legal, Governance and Commissioning to make the appropriate amendments to the constitution (and any consequential changes) to reflect the recommendations as set out in (1) above.
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7 Proposed changes to Financial Procedure Rules

To consider the report.

Contact: Martin Dearnley, Head of Audit and Risk

- 1) That the report be submitted to the meeting of Annual Council on 24 May 2017 with the recommendations that;
 - (i) the proposed changes to Financial Procedure Rules be approved and be effective from 1 June 2017 subject to the amendment of 3.10 para. 2 to read ‘...subject to the approval of the Chief Finance Officer and notification being provided to the relevant Cabinet Member and appropriate Ward Members.’
 - (ii) That the Service Director – Finance, IT, Transactional Services and the Service Director – Legal, Governance and Commissioning be authorised to make any recommended or drafting changes that they consider necessary prior to the submission of the report to Annual Council.
 - (iii) That the Service Director – Legal, Governance and Commissioning be authorised to amend post titles to reflect those used in practice by Officers who are fulfilling stated functions.

- 2) That it be noted that the Service Director – Finance, IT, Transactional Services, the Service Director – Legal, Governance and Commissioning, and the Head of Audit and Risk, may prepare additional guidance as appropriate to supplement the Financial Procedure Rules.
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8 Proposed changes to Contract Procedure Rules

To consider the report.

Contact: Mark Barnes, Legal Services

- 1) That the report be submitted to the meeting of Annual Council on 24 May 2017 with the recommendations;
 - (i) That the proposed changes to Contract Procedure Rules be approved and effective from 1 June 2017.
 - (ii) That it be noted that the Service Director – Legal, Governance and Commissioning may prepare additional guidance to supplement the Contract Procedure Rules and aid compliance with appropriate European and national legislation.
 - (iii) That the Service Director – Legal, Governance and Commissioning be authorised to amend post titles to reflect those used in practice by Officers who are fulfilling stated functions.
 - 2) That the Service Director – Legal, Governance and Commissioning be authorised to make any recommended or drafting changes considered necessary prior to the submission of the report to Annual Council.
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9 Proposed amendments to Overview and Scrutiny

To consider the reports.

Contact: Penny Bunker, Governance Manager

- 1) That the report be submitted to the meeting of Annual Council on 24 May 2017 with the recommendation that the proposed changes to Overview and Scrutiny be approved.
 - 2) That Council be requested to delegate authority to the Service Director – Legal, Governance and Commissioning to make the appropriate amendments to the constitution (and any consequential changes) to reflect the recommendations as set out in (1) above.
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10 Dates of Council - 2017/2018 Municipal Year

To consider the report.

Contact: Andrea Woodside, Governance Officer

That the schedule of Council meetings for 2017-2018, as set out within the considered report, be endorsed and submitted to Council with a recommendation of approval subject to the following changes;

- 11th July 2017 to be moved to 5th July 2017
 - 20th September 2017 to be moved to 13th September 2017
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