

**MINUTES OF A JOINT MEETING OF THE AUDIT AND STANDARDS COMMITTEES
HELD AT FOLLATON HOUSE, TOTNES ON TUESDAY, 6 APRIL 2010**

MEMBERS

* Mr M Winterton - Chairman

* Cllr J T Pennington - Vice-Chairman

* Mr R Allison	* Mr P Dredge
* Cllr B F Cane	* Mr S Dunham
* Cllr B E Carson	* Cllr R M Lawrence
* Cllr P Coulson	∅ Mr J O'Connell
* Mr C Cox	* Cllr J A Westacott
∅ Cllr R F Croad	

* Denotes attendance

∅ Denotes apology for absence

Officers in attendance:

All Agenda Items: Internal Audit Manager, Monitoring Officer and Member Support Services Manager

Also in attendance:

Cllr R J Tucker

A.46/09 & **APPOINTMENT OF CHAIRMAN**
S.42/09

RESOLVED

That Mr M Winterton be appointed Chairman for the duration of the meeting.

A.47/09 & **DECLARATIONS OF INTEREST**
S.43/09

Members were invited to declare any interests in the items of business to be considered during the course of the meeting, but none were made.

A.48/09 & **CODE OF CORPORATE GOVERNANCE 2009/10 – COMPLIANCE REVIEW**
S.44/09

Consideration was given to a report which informed Members of the results of the compliance review of the 2008 Code of Corporate Governance.

The report stated that overall responsibility for Governance rested with the Council, but monitoring of compliance with the Code was carried out on its behalf by the S151 Officer, Monitoring Officer and Internal Audit Manager, who reported annually to the Audit and Standards Committees.

The result of the compliance review was considered to be generally satisfactory, with only a small number of issues raised. These issues were the need to:-

- develop an action plan to implement the agreed recommendations contained in a report by the Centre for Public Scrutiny following its review of the Overview and Scrutiny function in February 2010; and
- update Part 5 of the Council's Constitution, Officer's Code of Conduct, which differs to the more recent Code of Conduct and Standards of Behaviour for Staff document, as published on the Staff Pages of the Council's Intranet by the Head of Human Resources.

In discussion, particular reference was made to:-

- (a) the importance of having adopted a Partnership Policy and Guidance document. A Member confirmed that the Audit Committee was closely monitoring the risk management aspect of Council partnerships;
- (b) whether or not there were any financial implications arising from the Carbon Management Programme Action Plan. In reply, officers advised that they would find out and report back accordingly;
- (c) the need for a further review of the Council Constitution in 2010/11, in accordance with the shared services agenda. It was noted that the outcome of the review would be reported back to the Standards Committee in due course;
- (d) the review of the Overview and Scrutiny function. The Monitoring Officer advised that the outcome report had now been received and was currently being evaluated before it was presented, in the first instance, to the Political Structures Working Group;
- (e) an induction booklet for co-opted Members. The view was expressed that an introductory guide to the Council should be created and issued to all co-opted Members when joining the Salcombe Harbour Board or the Standards Committee;
- (f) the 80% training requirement to partake in the Development Management process. It was noted that this constitutional requirement had been introduced for the 2009/10 Municipal Year and was also to be revisited at the next meeting of the Political Structures Working Group;

- (g) the recent establishment of the Development Forum. Members were informed that the first Forum had been convened recently to consider the Noss on Dart planning application. General feedback had been positive regarding the Forum. However, some Members raised their concerns regarding the potential for Members to be perceived to have reached a pre-determined view and the consequent need for caution was stressed;
- (h) engaging with local people and other stakeholders to ensure robust public accountability. In making reference to ensuring that local people were kept informed, some Members commented that the Council should explore the potential to record and webcast its public meetings on its website.

In respect of the Audit Committee only, it was then:

RESOLVED

That the Audit Committee note the findings of the Compliance Review of the Council's Code of Corporate Governance 2008, and significant governance issues taken to the 2009/10 Annual Governance Statement.

In respect of the Standards Committee only, it was then:

RESOLVED

That the Standards Committee note the findings of the Compliance Review of the Council's Code of Corporate Governance 2008, the significant governance issues to be taken to the 2009/10 Annual Governance Statement and grants its approval to the action plan.

(Meeting commenced at 2.00pm and concluded at 3.05pm)

Chairman