

NOTICE OF MEETING

East Pallant House Chichester West Sussex PO19 1TY

Telephone: 01243 785166

Web site: www.chichester.gov.uk

MEETING	CORPORATE GOVERNANCE AND AUDIT COMMITTEE
DATE / TIME	Thursday 23 January 2014 at 09.30 am
VENUE	Committee Room 2 East Pallant House Chichester PO19 1TY
CONTACT POINT	Bambi Jones – Principal Scrutiny Officer Direct line: 01243 534685 Email: bjones@chichester.gov.uk

Tuesday 14 January 2014

PAUL E OVER
Executive Director of Support
Services and the Economy

AGENDA

This agenda should be retained for future reference with the minutes of this meeting

PART 1

1. **Chairman's Announcements**
Any apologies for absence that have been received will be noted at this point.
2. **Approval of Minutes** (Pages 1 to 6)
The Corporate Governance and Audit Committee is requested to approve the minutes of its ordinary meeting on Thursday 28 November 2013.

3. **Urgent items**
The chairman will announce any urgent items that due to special circumstances are to be dealt with under agenda item 10(b).
4. **Declarations of Interests**
These are to be made by members of the Corporate Governance and Audit Committee or other Chichester District Council members present in respect of matters on the agenda for this meeting.
5. **Public Question Time**
The procedure for submitting public questions in writing by no later than 12:00 on Wednesday 22 January 2014 is available upon request to Member Services (the contact details for which appear on the front page of this agenda).
6. **Certification of claims and returns annual report 2012-13** (Pages 7 to 14)
To note the results of work on the Council's claims and returns from the Council's external auditors, Ernst & Young LLP.
7. **Treasury Management Strategy** (Pages 15 to 38)
To consider the attached report requesting the committee to consider the Treasury Management Policy Statement, the Treasury Management Strategy Statement, the Minimum Revenue Provision Policy Statement and the Annual Investment Strategy for 2014-15.
8. **Budget Task & Finish Group report back**
Members of the task and finish group will feed back their findings following a meeting of the group on 17 December 2013.
9. **Internal Audit Report and Audit Plan Progress** (Pages 39 to 41)
To consider reports by Internal Audit and to note progress against the current year's Audit Plan. View Estates, Contracts and Housing Benefits.
10. **Late items**
 - (a) Items added to the agenda papers and made available for public inspection
 - (b) Items that the chairman has agreed should be taken as a matter of urgency by reason of special circumstances to be reported at the meeting

PART 2

[Items for which the press and public are likely to be excluded]

The public and press may be excluded from the meeting during any item of business whenever it is likely that there would be disclosure of 'exempt information' as defined in section 100 I of and Schedule 12A to the Local Government Act 1972

11. **Exclusion of the Press and Public**
The Corporate Governance and Audit Committee will consider the following resolution:

That in accordance with section 100A of the Local Government Act 1972 (the Act) the public and the press be excluded from the meeting during the consideration of the following item on the agenda for the reason that it is likely in view of the nature

of the business to be transacted that there would be disclosure to the public of “exempt information” being information of the nature described in Paragraph 5 (information in respect of which a claim to legal professional privilege could be maintained in legal proceedings) of Part 1 of Schedule 12A to the Act and the public interest in maintaining the exemption outweighs the public interest in disclosing the information.

12. **Westgate Leisure Centre Carbon Trust Scheme**

The committee will receive a verbal report on the legal position with regard to the rectification of the CHP engines at the Westgate Leisure Centre.

NOTES

With the aim of reducing paper consumption, certain restrictions have been introduced on the distribution of paper copies of longer appendices to reports where those appendices are circulated separately from the agenda:

- (1) **Members of the Corporate Governance and Audit Committee, the Cabinet and Senior Officers:** They receive paper copies including the appendices.
- (2) **Other Members of the Council:** The appendices may be viewed via the Members’ Desktop and a paper copy will also be available for inspection in the Members’ Room at East Pallant House.
- (3) **The Press and Public:** The appendices relating to reports listed under Part I of the agenda which are not included with their copy of the agenda can be viewed as follows:
 - (a) on the council’s website at www.chichester.gov.uk/committee_papers - Select Corporate Governance and Audit Committee then choose the date of this meeting
 - (b) at the main reception desk at East Pallant House Chichester
 - (c) by contacting Bambi Jones (Principal Scrutiny Officer) on 01243 534685 or bjones@chichester.gov.uk

MEMBERS

Mrs P M Tull (Chairman)
Mr A J French (Vice-Chairman)

Mrs C M M Apel	Mrs P A Hardwick
Mr M J Bell	Mr G H Hicks
Mr T Dignum	Mr R M J Marshall
Mr B Finch	Mr G V McAra