

## HUNTINGDONSHIRE DISTRICT COUNCIL

MINUTES of the meeting of the CORPORATE GOVERNANCE PANEL held in Meeting room 1, Pathfinder House, St Mary's Street, Huntingdon, PE29 3TN on Wednesday, 12 December 2007.

PRESENT: Councillor C J Stephens – Chairman.  
Councillors K J Churchill, P J Downes, T V Rogers, L M Simpson and G S E Thorpe.

APOLOGY: An apology for absence from the meeting was submitted on behalf of Councillor J A Gray.

### 19. MINUTES

The Minutes of the meeting held on 25th September 2007 were approved as a correct record and signed by the Chairman.

### 20. MEMBERS' INTERESTS

Councillor G S E Thorpe declared a personal interest in Minute No. 24 by virtue of being a Member of the E-Forum Working Group.

### 21. CALCULATION OF COUNCIL TAX BASE 2008/09

In accordance with Section 34 of the Local Government Finance Act 1992 and the local authorities (Calculation of Tax Base) Regulations 1992 (as amended) and after consideration of a report by the Head of Revenue Services (a copy of which is appended in the Minute Book) setting out the general principles for the calculation of the tax base for the District, it was

RESOLVED

- (a) that the report by the Head of Revenue Services regarding the calculation of the District Council's tax base for the year 2008/09 be approved; and
- (b) that in accordance with the Local Authorities (Calculation of Tax Base) Regulations 1992 (as amended), the amount calculated by the Huntingdonshire District Council as their tax base for the whole District for the year 2008/09 be 57,785 and shall be as listed below for each parish of the District:

Abbotsley	188
Abbots Ripton	134
Alconbury	563
Alconbury Weston	283
Alwalton	125
Barham & Woolley	26

Bluntisham	727
Brampton	1795
Brington & Molesworth	112
Broughton	87
Buckden	1145
Buckworth	50
Bury	590
Bythorn & Keyston	145
Catworth	137
Chesterton	60
Colne	335
Conington	74
Covington	42
Denton & Caldecote	24
Diddington	30
Earith	580
Easton	75
Ellington	234
Elton	290
Eynesbury Hardwicke	780
Farcet	580
Fenstanton	1200
Folksworth & Washingley	350
Glatton	132
Godmanchester	2258
Grafham	238
Great & Little Gidding	127
Great Gransden	457
Great Paxton	375
Great Staughton	310
Haddon	21
Hail Weston	238
Hamerton	42
Hemingford Abbots	325
Hemingford Grey	1154
Hilton	445
Holme	243
Holywell-cum-Needingworth	980
Houghton & Wyton	1215
Huntingdon	6774
Kings Ripton	73
Kimbolton & Stonely	590
Leighton Bromswold	80
Little Paxton	1145
Morborne	11
Offord Cluny	200
Offord d'Arcy	295
Old Hurst	95
Old Weston	88
Perry	265
Pidley-cum-Fenton	155
Ramsey	2880
St Ives	5650
St Neots	9120
St Neots Rural	40
Sawtry	1737
Sibson-cum-Stibbington	205

Somersham	1365
Southoe & Midloe	155
Spaldwick	225
Steeple Gidding	12
Stilton	785
Stow Longa	60
Tetworth	20
The Stukeleys	760
Tilbrook	105
Toseland	38
Upton & Coppingford	85
Upwood & The Raveleys	412
Warboys	1358
Waresley	128
Water Newton	42
Winwick	41
Wistow	220
Woodhurst	155
Woodwalton	85
Yaxley	2872
Yelling	<u>138</u>
	<u>57785</u>

## **22. INTERNAL AUDIT SERVICE CHANGING REPORTING PERIODS**

With the aid of a report by the Audit and Risk Manager (a copy of which is appended in the Minute Book) the Panel gave consideration to a proposal to change the Internal Audit Service reporting period. Having been reminded of the change to the period on which the Council's Use of Resources Judgements were based, Members were informed that the proposed change would align the Internal Audit Report and Opinion with the Corporate Governance Statement. Whereupon, it was

RESOLVED

- (a) that the audit plan year be based on August to July;
- (b) that an audit plan for four months ending July 2008 be presented to the March meeting of the Panel; and
- (c) that the Internal Audit Strategy be amended to reflect the change in reporting period.

## **23. REVIEW OF THE ANTI FRAUD AND CORRUPTION STRATEGY**

By means of a report by the Audit and Risk Manager (a copy of which is appended in the Minute Book) the Panel was acquainted with the outcome of a review of the Anti-Fraud and Corruption Strategy. The review had identified a number of recommended changes principally arising from fraud legislation.

Members discussed whether the Strategy should refer to Members. It was concluded that all matters concerning Members should be dealt with under the Code of Conduct. Members also discussed the means by which Members, employees and the public would be informed of the changes to the Strategy.

RESOLVED

that, subject to the deletion of the words “will make suitable arrangements” from paragraph 8.1, the revised Anti-Fraud and Corruption Strategy be adopted.

**24. THE USE OF ONLINE MEDIA PROCEDURAL IMPLICATIONS**

The Panel considered a report by the Head of Administration (a copy of which is appended in the Minute Book) on the procedural implications of recommendations by the Overview and Scrutiny Panel (Service Support) on the use of on-line media. Members were acquainted with the range of matters considered by the Overview and Scrutiny E-Forums Working Group in the course of its deliberations and the Working Group’s particular conclusions on introducing on-line petitions using the Modern.gov software system when this facility became available.

Having noted that in the event of an excessive number of petitions being organised by any one individual, the Panel would need to consider amending the petitions and vexatious complaints procedures, it was

RESOLVED

- (a) that the Council be recommended to amend the Constitution to enable on-line petitions to be processed under the existing provisions on petitions, subject to a maximum of three petitions being presented to any meeting; and
- (b) that in the event of an on-line petition not having a requisite number of signatories or the organiser not being prepared to present it to Council, the petition be submitted for consideration to the relevant Overview and Scrutiny Panel, subject to the petition containing the names and addresses of at least 10 persons who live or work or own property in the District.

**25. REVIEW OF CONSTITUTION**

Further to Minute No. 41, the Panel was acquainted with the recommendations of the Overview and Scrutiny Panel (Service Delivery) on a suggestion made during the review of the Constitution on introducing a District youth forum

RESOLVED

that the recommendation of the Overview and Scrutiny Panel (Service Delivery) that a District youth forum should not be established at this time, be noted.

Chairman