

**CONSTITUTION REVIEW GROUP  
14 JANUARY 2010**

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**GOVERNANCE ARRANGEMENTS  
Director of Corporate Services – Legal**

**1 PURPOSE OF DECISION**

- 1.1 This report seeks the approval of Constitution Review Group to the transfer of its functions to the Governance and Audit Committee.

**2 RECOMMENDATION**

- 2.1 **That the Constitution Review Group be abolished.**
- 2.2 **That the Terms of Reference of the Governance and Audit Committee be amended as proposed in Section 4 of this report.**

**3 ADVICE RECEIVED FROM STATUTORY AND OTHER OFFICERS**

Borough Solicitor

- 3.1 The Borough Solicitor is the author of this report.

Borough Treasurer

- 3.2 There are no financial implications directly arising.

Equalities Impact Assessment

- 3.3 Not relevant.

Strategic Risk Management Issues

- 3.4 Not relevant.

**4 SUPPORTING INFORMATION**

- 4.1 At its meeting on 12<sup>th</sup> February 2009 CRG considered a report concerning the governance arrangements of the Council. The report considered the remit of the (then extant) Final Accounts Committee and recommended that its remit be extended to cover the functions of an Audit Committee as advised by CIPFA (Chartered Institute of Public Finance Accountants) with the Committee being re-designated as the Governance and Audit Committee. The report noted that the model terms of reference for a Governance and Audit Committee proposed by CIPFA included responsibility for maintaining an overview of the Council's Constitution. However, it was suggested in the report to CRG that CRG should be retained but that after the Governance and Audit Committee has been in operation for a year the functions of the Committee and CRG should be reviewed.

- 4.2 The Governance and Audit Committee's terms of reference are shown at Annexe A to this report. Of particular relevance is the consideration that the Committee's terms of reference include monitoring arrangements to meet best practice standards for good governance and considering, approving and monitoring the implementation of the Annual Governance Statement. The functions of CRG as defined by its terms of reference are to advise the Monitoring Officer "on the development of proposals to revise and amend the Council's Constitution, its Executive Arrangements and procedure rules for consideration by the Council".
- 4.3 It is considered that the functions of CRG align themselves with the other functions of the Governance and Audit Committee and that it would be appropriate for those functions to be subsumed within the remit of the Committee. Accordingly, it is proposed that CRG be abolished and that the Committee's terms of reference should be amended to include the following:-
- "To keep under review the provisions of the Council's Constitution and to consider and formulate proposals for the amendment of the Constitution, save for those provisions of the Constitution the review of which falls within the remit of the Standards Committee".
- 4.4 The reference to the Standards Committee is required as it is that Committee which is responsible for Codes of Conduct and protocols relating to the conduct of Members and officers.

Background Papers

Report to CRG, 12<sup>th</sup> February 2009.

Contact for Further Information

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