

**MINUTES OF A MEETING OF THE  
CORPORATE SERVICES OVERVIEW AND SCRUTINY PANEL  
HELD ON MONDAY 6 DECEMBER 2010 FROM 7PM TO 8.25PM**

*Present:- Norman Jorgensen (Chairman), Michael Firmager (Vice-Chairman), and Jenny Lissaman*

*Also present:-*

*Kevin Jacob, Principal Democratic Services Officer  
Madeleine Shopland. Senior Democratic Services Officer*

**PART I**

**36. MINUTES**

The Minutes of the meeting of the Panel held on 9 November 2010 were confirmed as a correct record and signed by the Chairman.

**37. APOLOGIES**

Apologies for absence were submitted from Councillors Alistair Auty, Chris Bowring and Stuart Munro.

Councillor Bowring did not attend the meeting because he had not participated in the scrutiny review.

**38. DECLARATIONS OF INTEREST**

There were no declarations of interest.

**39. PUBLIC QUESTION TIME**

There were no public questions.

**40. MEMBER QUESTION TIME**

There were no Member questions.

**41. GOVERNANCE ARRANGEMENTS OF LOCAL AUTHORITY COMPANIES AND THE EXECUTIVE TRADING AND ENTERPRISE SUB-COMMITTEE**

The Panel considered the draft report of the review of governance arrangements of local authority companies and the executive Trading and Enterprise Sub-Committee.

During the discussion of this item the following points were made:

- Members felt that the tense of the report should be amended in parts to add emphasis.
- Various minor amendments were made.
- With regards to the frequency of updates to Members on the activities of the Company the Panel agreed that updates should be provided on a quarterly basis for the first two years of trading, subject to a review of this frequency at the end of this period. Members felt that this would also be appropriate for any other companies that the Council may establish in the future.
- The Panel decided that any amendments made to the draft report would be agreed by email by the Panel members.
- Members agreed that it was appropriate that the reviews recommendations be made to the Executive. It was noted that the Audit Committee had expressed an interest in viewing the report so as to inform their investigations. The Vice Chairman would

present the report at the January Audit Committee meeting and answer any questions that Committee members may have.

- The Panel felt that their concerns regarding the potential risks that the Council and backbench Members acting as Company Directors should be further amplified in the report.
- The Panel requested that their thanks to the Democratic Services Officers and Paul Ohsan Ellis, Principal Internal Auditor for their work on the scrutiny review, be formally recorded.

**RESOLVED** that:

- 1) the Panel's thanks to the Democratic Services Officers and Paul Ohsan Ellis, Principal Internal Auditor for their work on the scrutiny review, be formally recorded.
- 2) any amendments made to the draft report would be agreed by email by the Chairman and the other Panel members present at the Panel meeting on 6 December 2010.
- 3) Subject to any amendments made to the draft report the report be taken to the Executive on 27 January 2011 and the Audit Committee on 26 January 2011.

*These are the Minutes of a meeting of the Corporate Services Overview and Scrutiny Panel*

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