

## Minute of Governance Panel of 3 April 2007

34/06 - **GOVERNANCE PANEL ANNUAL REPORT 2006/07:** The Scrutiny Officer submitted a written report and referred to good practice indicating that the Panel should prepare an annual report to Council to set out the Panel's work and assessment of its effectiveness in achieving its terms of reference during the course of the year. The Panel were therefore invited to consider the content of the report as a basis for a report to Council.

The Scrutiny Officer referred to paragraphs 4.1 and 4.6 of the report that set out the detailed Terms of Reference falling under three main headings, namely; Audit Activity, Regulatory Framework and Accounts. The report set out a summary of the work carried out during 2006 and early 2007 in relation to the terms of reference to enable the Panel to assess how it had achieved them. The Scrutiny Officer then referred to Appendix B to the written report, the self-assessment checklist and the key points set out within the checklist. The Panel then completed the checklist as an initial assessment of its effectiveness and **agreed** that this be included in the report. The panel received the report and **agreed** the approach that the Scrutiny Officer had taken in relation to the annual report to Council.

(6.37 pm – 6.50 pm)