
MINUTES OF THE MEETING OF THE AUDIT COMMITTEE HELD**ON THURSDAY 20 FEBRUARY 2014****AT 7.33 P.M. IN THE COUNCIL CHAMBER, COUNCIL OFFICES, WEELEY**

Present: Councillors Griffiths (Chairman), D C Skeels (Vice-Chairman), Challinor, I J Henderson and Talbot.

Also Present: Councillors Shearing and M J D Skeels.

In Attendance: Finance and Procurement Manager (Richard Barrett), Assets Manager (Andy White) and Democratic Services Officer (Michael Pigram).

30. APOLOGIES FOR ABSENCE AND SUBSTITUTIONS

There were none.

31. MINUTES OF THE LAST MEETING

The minutes of the meeting of the Committee held on 12 December 2013 were approved as a correct record and signed by the Chairman.

32. DECLARATIONS OF INTEREST

There were none.

33. REVIEW OF PROPERTY DISPOSAL PROCEDURES

There was submitted a report by the Council's Assets Manager, which gave the Committee the opportunity to consider the Council's procedures for property disposal.

The Assets Manager provided the Committee with a presentation that initially explained the procedure involved in the disposal of an asset, using the recent examples of land at Mill Lane and office suites to show that process in action.

In summary, the Assets Manager felt that a review of the property disposal procedures was required. It was proposed that the new procedures included changes such as condensed content in the Constitution, an exemption rule and increased delegation.

The Assets Manager then responded to questions on the decision to demolish Westleigh House and the Committee explored potential changes to the process in future and identified a number of improvements that it wished to put forward to Cabinet for further consideration.

Following further discussions it was **RECOMMENDED TO CABINET** that:

1. The Committee support a suggestion that the Property Dealing Policy allow for a measure of confidentiality to apply until a negotiation to purchase land or property was completed;
2. Any valuation or disposal reports received by the Council be reported confidentially to Members and be signed off by the Portfolio Holder or Leader;

3. That for substantial disposals (over £50,000 was suggested), at least two valuations be sought as part of the process and that consideration should also be given to a similar report on reallocations of use; and
4. The Committee accept the proposal put forward by the Assets Manager for Levels of Delegation.

34. ANY OTHER ITEMS WHICH THE CHAIRMAN DECIDES ARE URGENT

There were none.

The meeting closed at 9.21 p.m.

Chairman