

# FAREHAM

BOROUGH COUNCIL

## Minutes of the Audit and Governance Committee (to be confirmed at the next meeting)

**Date:** Monday, 26 November 2018

**Venue:** Collingwood Room - Civic Offices

**PRESENT:**

**Councillor** J E Butts (Chairman)

**Councillors:** T Davies, Mrs T L Ellis, Mrs C Heneghan, J G Kelly and  
I Bastable (deputising for S D Martin)

**Also  
Present:**



**1. APOLOGIES**

Apologies of absence were received from Councillor P Davies and Councillor S D Martin.

**2. MINUTES**

RESOLVED that the Minutes from the Audit and Governance Committee meeting held on the 17 September 2018 be confirmed and signed as a correct record.

**3. CHAIRMAN'S ANNOUNCEMENTS**

There were no announcements made at this meeting.

**4. DECLARATIONS OF INTEREST AND DISCLOSURES OF ADVICE OR DIRECTIONS**

There were no declarations of interest made at this meeting.

**5. DEPUTATIONS**

There were no deputations made at this meeting.

**6. BUSINESS CONTINUITY**

The Committee considered a report by the Head of Building Repairs and Maintenance Services, on the Council's Business Continuity arrangements.

Members requested a future update on the implementation of the new Business Continuity Plan. The Head of Finance and Audit addressed the Committee to advise that an update will be provided through the Annual Governance Statement, which will be brought to the Committee as part of next year's Work Programme.

RESOLVED that the Committee note the contents of the report.

**7. TREASURY MANAGEMENT PROGRESS REPORT**

The Committee considered a report by the Director of Finance and Resources which sets out the mid-year review of the Treasury Management activity up to 30 September 2018.

RESOLVED that the Committee note the contents of the report.

**8. CONSTITUTION UPDATES ANNUAL REPORT**

The Committee considered a report by the Monitoring Officer which reviews the amendments to the Constitution since the 12 March 2018.

RESOLVED that the Committee notes the updates to the Constitution, since the 12 March 2018, as set out in Appendix A and B to the report.

**9. INTERNAL AUDIT PROGRESS REPORT**

The Committee considered a report by the Head of Finance and Audit on the Internal Audit Progress for 2018/19.

RESOLVED that the Committee notes Internal Audit's progress for 2018/19 to date.

**10. REVIEW OF WORK PROGRAMME AND TRAINING PLAN**

The Committee considered a report by the Head of Finance and Audit which reviewed the Committee's Work Programme for 2018/19.

Members asked whether some papers for the next meeting could be circulated early to give enough time to prepare for all the items on the agenda. Officers agreed to see if any of the planned items could be circulated earlier.

RESOLVED that the Work Programme for the rest of the municipal year, be approved.

(The meeting started at 6.00 pm  
and ended at 6.50 pm).