

# FAREHAM

## BOROUGH COUNCIL

### AGENDA

### AUDIT AND GOVERNANCE COMMITTEE

**Date:** Monday, 23 September 2019

**Time:** 6.00 pm

**Venue:** Collingwood Room - Civic Offices

**Members:**

Councillor J E Butts (Chairman)

Councillor S D Martin (Vice-Chairman)

Councillors P J Davies

T Davies

Mrs T L Ellis

Mrs C Heneghan

J G Kelly

**Deputies:** I Bastable

J S Forrest



**1. Apologies**

**2. Minutes (Pages 5 - 8)**

To confirm as a correct record the Minutes of the Audit and Governance Committee meeting held on the 22 July 2019.

**3. Chairman's Announcements**

**4. Declarations of Interest and Disclosures of Advice or Directions**

To receive any declarations of interest from members in accordance with Standing Orders and the Council's Code of Conduct.

**5. Deputations**

To receive any deputations of which notice has been lodged.

**6. External Audit Annual Letter (Pages 9 - 34)**

To consider a report by the Deputy Chief Executive Officer which presents the External Auditor's Annual Letter summarising the findings from the 2018/19 audit.

**7. Annual Ombudsman Reports and Overview of Complaints Against Members (Pages 35 - 46)**

To consider an annual report by the Director of Leisure and Community giving an Overview of the Complaints against the Council in 2018/19.

**8. Review of Financial Regulations (Pages 47 - 112)**

To consider a report by the Deputy Chief Executive Officer reviewing the Council's Financial Regulations.

**9. Review of the Functions of the Audit and Governance Committee (Pages 113 - 126)**

To consider a report by the Head of Finance and Audit following the 3-yearly review of the functions of the Audit and Governance Committee.

**10. Risk Management Monitoring (Pages 127 - 164)**

To consider the latest six-monthly report from the Head of Finance and Audit.

**11. Internal Audit Progress Report (Pages 165 - 176)**

To consider the latest Internal Audit Progress Report by the Head of Finance and Audit.

**12. Review of Work Programme (Pages 177 - 180)**

To consider a report by the Head of Finance and Audit reviewing the Work Programme for 2019/20.



P GRIMWOOD  
Chief Executive Officer  
Civic Offices  
[www.fareham.gov.uk](http://www.fareham.gov.uk)  
13 September 2019

**For further information please contact:**  
**Democratic Services, Civic Offices, Fareham, PO16 7AZ**  
**Tel:01329 236100**  
**[democraticservices@fareham.gov.uk](mailto:democraticservices@fareham.gov.uk)**