

FAREHAM

BOROUGH COUNCIL

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

Date: Monday, 23 September 2019

Venue: Collingwood Room - Civic Offices

PRESENT:

Councillor J E Butts (Chairman)

Councillor S D Martin (Vice-Chairman)

Councillors: P J Davies, T Davies, Mrs T L Ellis, Mrs C Heneghan and J G Kelly

**Also
Present:**



1. APOLOGIES

There were no apologies of absence.

2. MINUTES

The Chairman addressed the Committee to suggest an amendment to minute item 4 to read 'Councillor P J Davies declared a Pecuniary Interest in relation to Minute 7 – Statement of Accounts, in that he receives a pension through the Hampshire Pension Fund. He remained in the room for the duration of the item and took part in the debate.'; and

Minute item 7 to read 'Councillor P J Davies declared a Pecuniary Interest in this item as he receives a pension through the Hampshire Pension Fund. He remained in the room for the duration of the item and took part in the debate.'

RESOLVED that, subject to the amendments above, the minutes of the Audit and Governance Committee meeting held on the 22 July 2019 be confirmed and signed as a correct record.

3. CHAIRMAN'S ANNOUNCEMENTS

There were no Chairman's 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. EXTERNAL AUDIT ANNUAL LETTER

The Committee considered a report by the Deputy Chief Executive Officer on the External Auditors Annual Letter which summarises the findings from the 2018/19 audit.

RESOLVED that the Committee notes the contents of the Annual Audit Letter 2018/19 submitted by the Council's external auditors, attached as Appendix A.

7. ANNUAL OMBUDSMAN REPORTS AND OVERVIEW OF COMPLAINTS AGAINST MEMBERS

The Committee considered a report from the Director of Leisure and Community giving an overview of the complaints received against the Council in 2018/19.

RESOLVED that the Committee notes the contents of the report.

8. REVIEW OF FINANCIAL REGULATIONS

The Committee considered a report by the Deputy Chief Executive Officer on a review of the Council's Financial Regulations.

RESOLVED that the Committee: -

- (a) considered the proposed changes to Regulation 19.4 – Recovery and Writes Offs, as set out in Appendix A;
- (b) considered the proposed changes to Procurement and Contract Rule 14 as set out in Appendix B;
- (c) considered the amalgamated Financial Regulations as set out in Appendix C; and
- (d) recommend the proposed changes as set out in Appendices A, B and C above to Council for approval.

9. REVIEW OF THE FUNCTIONS OF THE AUDIT AND GOVERNANCE COMMITTEE

The Committee considered a report by the Deputy Chief Executive Officer following the 3-yearly review of the Functions of the Audit and Governance Committee.

RESOLVED that the Committee recommends to Council, that the changes to the Constitution in respect of the functions of the Audit and Governance Committee be approved.

10. RISK MANAGEMENT MONITORING

The Committee considered the latest 6-monthly Risk Management monitoring report from the Deputy Chief Executive Officer.

RESOLVED that the Committee reviewed the report as a source of evidence that the current Risk Management Policy is operating in practice.

11. INTERNAL AUDIT PROGRESS REPORT

The Committee considered a progress report by the Head of Finance and Audit on the assurances arising from the latest internal audit work.

RESOLVED that the Committee notes the progress and findings arising from the Internal Audit work.

12. REVIEW OF WORK PROGRAMME

The Committee considered a report by the Head of Finance and Audit on a review of the Committee's Work Programme.

RESOLVED that the Committee approve the work programme for the rest of the municipal year, as shown in Appendix A to this report.

(The meeting started at 6.00 pm
and ended at 7.06 pm).