

# FAREHAM

BOROUGH COUNCIL

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

**Date:** Monday, 25 September 2023

**Venue:** Collingwood Room - Civic Offices

**PRESENT:**

**Councillor** Ms F Burgess (Chairman)

**Councillor** R Bird (Vice-Chairman)

**Councillors:** H P Davis, N R Gregory, D J Hamilton and M R Daniells  
(deputising for S D Martin)

**Also  
Present:**



**1. APOLOGIES**

Apologies of absence were received from Councillors S D Martin and Mrs T L Ellis.

**2. MINUTES**

RESOLVED that the Minutes of the Audit and Governance Committee meeting held on the 20 July 2023 be agreed and signed as a correct record.

**3. CHAIRMAN'S ANNOUNCEMENTS**

The Chairman made no announcements at the meeting.

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

There were no declarations of interest made at this meeting.

**5. DEPUTATIONS**

No deputations were received at the meeting.

**6. EXTERNAL AUDIT - ANNUAL REPORT AND VALUE FOR MONEY COMMENTARY**

The Committee received the External Audit Annual Report and Value for Money Commentary which summarises the findings from the 2021/22 audit.

Members of the Committee enquired about the Pension Liability Statement within the Audit Report at Appendix A, asking if they are able to gain better viability and understanding of the Hampshire Pension Scheme. The Finance Manager addressed the Committee to explain that although the Pension scheme is administered by Hampshire County Council and not Fareham Borough Council, the scheme is overseen by the Pension Fund Panel which is a meeting held in public with the documents published online. Officers suggested that the Pension Fund be brought to the Committee as a separate training item at a future meeting.

RESOLVED that the Committee notes the contents of the Annual Audit Report 2021/22 submitted by the Council's external auditors, attached as Appendix A.

**7. STATEMENT OF ACCOUNTS**

The Committee received the unaudited Statement of Accounts for 2022/23 from the Finance Manager.

RESOLVED that the Audit and Governance Committee approves the unaudited Statement of Accounts for 2022/23, attached as Appendix A, for publication by 30 September 2023.

**8. RISK MANAGEMENT MONITORING REPORT**

The Committee received the Risk Management Monitoring Report from the Finance Manager. The new Risk Management Policy requires evidence of risk management to be compiled every six months as proof that the policy is effective.

RESOLVED that the Audit and Governance Committee review the report as a source of evidence that the current Risk Management Policy is operating in practice.

**9. MONITORING OFFICER REPORT**

The Committee received the Monitoring Officer Report which updated Members on a variety of assurances which are within the functions of the Audit and Governance Committee that do not require a full report in their own right.

RESOLVED that the Audit and Governance Committee: -

- a) notes the contents of Part One of the report; and
- b) considered the updates to the Constitution for endorsement, retrospectively, in Part Two of the report.

**10. HEAD OF AUDITS QUARTERLY REPORT**

The Committee received the Head of Internal Audits Update Report providing Members with the assurances arising from the latest internal audit work. It also gave an update on the progress being made with setting and delivering the audit plans.

Members asked for more details about what will be included within the Fareham Live audit. The Chief Executive Officer addressed the Committee to advise that Fareham Live had been added to the plan as it is a significant project and although at this time the detail of the plan had not be set out the key components are likely to be the Governance arrangements in relation to its operations, along with the construction contract.

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

(The meeting started at 6.00 pm  
and ended at 6.32 pm).

..... Chairman

..... Date