

HAVANT BOROUGH COUNCIL

At a meeting of the Governance, Audit and Finance Board held on 20 June 2018

Present

Councillor Smith K (Chairman)

Councillors Bains, Briggs, Crellin, Hart, Robinson and Shimbart

1 Appointment of Chairman

In the absence of the Chairman, it was

RESOLVED that Councillor Smith be appointed Chairman of the Board for this meeting.

2 Apologies

Apologies for absence were received from Councillors Kennett, Rees and Wade.

3 Minutes

The Minutes of the meeting of the Governance and Audit Committee held on 14 March 2018 were agreed as a correct record and signed by the Chairman.

4 Matters Arising

There were no matters arising.

5 Declarations of Interest

There were no declarations of interests.

6 Chairman's Report

The Chairman had nothing to report.

7 Corporate Governance Policy, Local Code of Corporate Governance & Draft Annual Governance Statement 2017-18

The Committee considered the following policies and statement:

- (a) Corporate Governance Policy
- (b) Local Code of Corporate Governance; and
- (c) The draft Annual Governance Statement.

During the debate, the Board was advised that, in this matter, it was being asked act in its decision-making capacity and consider the governance framework for the Council. When acting in its scrutiny role, the Board would monitor the Council's performance against the governance framework and monitor this framework, to ensure that it was effective and efficient. Members of the Board were reminded that a workshop had been arranged for 23 July 2018 to enable members of the Board to discuss its scrutiny work programme for 2018/19.

In response to questions raised by members of the Board, the officers advised:

- (i) that the format of the quarterly health checks was being reviewed and it was proposed that the new format would be published on the Council's website shortly;
- (ii) that there were no direct budgetary implications arising from the endorsement of these policies;
- (iii) of the Council's risk management arrangements;
- (iv) that the Council was in the process of ensuring that it complied with the new General Data Protection Regulations (GDPR) and that this work was being undertaken within the existing budget;
- (v) that a Privacy Notice required under the new GDPR was being prepared for Councillors by Democratic Services and would be issued shortly; and
- (v) that a business case was being prepared for "Paperless Committees". Councillors were requested to let Democratic Services know if they did not wish to receive paper copies of committee agendas and reports in the future.

RESOLVED that the

- (1) Council be recommended to adopt the Corporate Governance Policy and the Local Code of Governance as submitted
- (2) Annual Governance Statement 2017-18 be endorsed.

Governance, Audit and Finance Board (20.6.18)

The Board was advised that the External Auditors were currently analysing whether the internal control was sufficient to plan their audit and determine the nature, timing and extent of testing to be performed for the External Audit. It was proposed that the results would be submitted to the meeting of the Board on 25 July 2018.

9 Internal Audit Progress Report

There were no matters to report.

10 Monitoring Officer's Report

The Monitoring Officer informed the Committee that there had been no new Code of Conduct complaints received since the last meeting.

11 Review of Councillor Allowances

The Board received a revised Councillor Allowance Scheme, which reflected the changes to the Council's governance arrangements approved by Annual Council on 9 May 2018.

RESOLVED that Council be recommended to approve the revised Councillor Allowance Scheme as submitted.

The meeting commenced at 5.00 pm and concluded at 5.36 pm