

## HAVANT BOROUGH COUNCIL

At a meeting of the Governance & Audit Committee held on 2 December 2014

Present

Councillor Smith K (Chairman)

Councillors Mackey, Hart, Perry, Wilson and Shimbart (Standing Deputy)

### **31 Apologies**

Apologies for absence were received from Councillors Mrs Smallcorn and Tarrant.

### **32 Minutes**

RESOLVED that the minutes of the meeting of the Governance and Audit Committee held on 16 September 2014 be approved as a correct record.

### **33 Matters Arising**

There were no matters arising from the minutes of the last meeting.

### **34 Declarations of Interest**

There were no declarations of interests from any of the members present.

### **35 Chairman's Report**

There were no matters the Chairman wished to report to the Committee.

### **36 External Audit Papers**

The Committee considered two papers presented by Ernst and Young LLP. Helen Thompson of Ernst and Young LLP joined the meeting for the debate on this item and answered members' questions in connection with the report.

The Audit Progress Report provided the Committee with an overview of the stage reached in the 2013/14 audit and an outline of the draft timetable for the 2014/15 audit. It was confirmed that discussions had been held with the Corporate Accountancy Team Leader regarding how to improve the closedown process in future.

The Annual Audit Letter 2013/14 provided a summary of the key issues arising from the 2013/14 audit.

The Committee held a detailed discussion over the National Non Domestic Rates rateable value appeals provision and it was suggested a future training session be held for Councillors on the topic.

RESOLVED that the report be noted.

### **37 Internal Audit Progress Report 2014-15**

The Committee considered a paper presented by Antony Harvey of the Southern Internal Audit Partnership who joined the meeting for the debate on this item and answered members' questions in connection with the report.

The paper provided an overview of internal audit activity against assurance work completed in accordance with the approved audit plan and a summary of the status of 'live' reports.

The Committee was pleased to note that good progress had been made in achieving its performance targets and that no significant issues had been identified.

RESOLVED that the report be noted.

### **38 Changes to Corporate Surveillance Policy and Procedure**

The Committee received a report from the Senior Lawyer (Contentious) requesting that the Committee amend the Council's Corporate Surveillance Policy following comments and recommendations received in the Office of Surveillance Commissioners Inspector's Report.

The Committee noted the amendments and held a discussion over the expiration of authorisations.

RESOLVED that the amended Corporate Surveillance Policy be adopted by the Council subject to the last sentence of paragraph 10.1 on page 17 being amended to read "Authorisations have to be reviewed or cancelled if no longer required within the original time frame."

### **39 Quarterly Update on Corporate Risks from the Executive Board**

The Committee noted a report from the Executive Head for Governance and Logistics providing an overview of the highest corporate risks reviewed by the Executive Board, alongside the Health Check, on 4 November 2014.

RESOLVED that the most serious corporate risks reviewed by the Joint Executive Board on 4 November 2014 be noted.

### **40 Code of Conduct Complaints**

A spreadsheet detailing the latest situation regarding code of conduct complaints was circulated and noted by the Committee.

RESOLVED that the report be noted.

**The meeting commenced at 5.00 pm and concluded at 6.17 pm**