

HAVANT BOROUGH COUNCIL

At a meeting of the Governance & Audit Committee held on 16 September 2014

Present

Councillor Smith K (Chairman)

Councillors Perry, Tarrant, Wilson, Francis and Shimbart

18 Apologies

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

19 Minutes

RESOLVED that the minutes of the meetings of the Governance and Audit Committee held on 17 June 2014 and 4 August 2014 be approved as a correct record.

20 Matters Arising

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

21 Declarations of Interest

On the advice of the Solicitor to the Council, Councillors K Smith and Wilson gave notice that they would withdraw from the meeting during Minute 30 as they had a personal involvement in the matters to be discussed.

22 Chairman's Report

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

23 External Audit Progress report and Annual Results Report 2013/14

The Committee considered two papers presented by Ernst and Young LLP. Helen Thompson and Ian Young 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 their plans for the remainder of the year.

The Audit Results Report provided a summary of the preliminary audit conclusion in relation to Havant Borough Council's financial position and results for year ended 31 March 2014.

During the course of the discussion concern was expressed by the Committee that not all Councillors had completed their related party transaction

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declarations. It was suggested that the Chairman inform the Leader of the Council about the Committee's concern.

RESOLVED that the report be noted.

24 Statement of Accounts 2013/14 and Letter of Representation

The Committee received the audited Statement of Accounts 2013/14 and the Council's Letter of Representation for approval. The Corporate Accountancy Team Leader answered members questions in connection with the report during the course of the discussion.

RESOLVED that

- 1) The Statement of Accounts for 2013/14 be agreed; and
- 2) The draft Letter of Representation be agreed.

25 Annual Governance Statement 2013/14

The Committee was provided with the Annual Governance Statement for Havant Borough Council which accompanied the 2013/14 Statement of Accounts.

RESOLVED that the report be noted.

26 Internal Audit Progress Report 2014-15

Antony Harvey and Amanda Chalmers of the Southern Internal Audit Partnership presented the Committee with the Internal Audit Progress Report which provided an overview of internal audit activity against assurance work completed in accordance with the approved audit plan.

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.

27 Quarterly Update on Corporate Risks from the Executive Board

The Committee received a report from the Executive Head for Governance and Logistics detailing the Council's corporate governance and risk management arrangements for 2014/15.

An overview of the highest corporate risks reviewed by the Joint Executive Board on 5 August 2014 was provided and the details of these noted.

RESOLVED that the most serious corporate risks reviewed by the Joint Executive Board on 5 August be noted.

28 Havant Borough Council Constitution

There was no business to discuss under this item.

29 Local Government Ombudsman

The Solicitor to the Council introduced the Local Government Ombudsman Annual Review Letter 2014 and provided details on the one complaint upheld.

RESOLVED that the Local Government Ombudsman Annual Review Letter 2014 be noted.

30 Code of Conduct Complaints

(Councillors K Smith and Wilson left the meeting room during this item)

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 6.05 pm