

HAVANT BOROUGH COUNCIL  
PUBLIC SERVICE PLAZA  
CIVIC CENTRE ROAD  
HAVANT  
HAMPSHIRE P09 2AX



**Havant**  
BOROUGH COUNCIL

Telephone: 023 9244 6019  
Website: [www.havant.gov.uk](http://www.havant.gov.uk)

19 January 2024

## SUMMONS

Dear Councillor

You are requested to attend the following meeting:

**Meeting:** Audit and Finance Committee  
**Date:** Monday 29 January 2024  
**Time:** 5.30 pm  
**Venue:** Hurstwood Room, Public Service Plaza, Civic Centre Road,  
Havant, Hampshire PO9 2AX

The business to be transacted is set out below:

Steve Jorden  
Chief Executive

### AUDIT AND FINANCE COMMITTEE MEMBERSHIP

**Chairman:** Councillor Diamond

Councillors Guest, Linger (Vice-Chairman), Harris, Patel, Rason, Denton and Wade

Contact Officer: Mark Gregory 023 9244 6232  
Email: [mark.gregory@havant.gov.uk](mailto:mark.gregory@havant.gov.uk)

### AGENDA

Can councillors please submit any detailed technical questions on the items included in this agenda to the contact officer at least 2 clear working days before the meeting starts.

Page

#### 1 Apologies for Absence

To receive and record any apologies for absence.

- |          |   |                  |
|----------|---|------------------|
| <b>2</b> | <b>Minutes</b>  | <b>1 - 4</b>     |
|          | To approve the minutes of the meeting of the Audit and Finance Committee held on 30 October 2023. |                  |
| <b>3</b> | <b>Declarations of Interests</b>  |                  |
|          | To receive and record any declarations of interests from Members present.                         |                  |
| <b>4</b> | <b>External Audit Verbal Update on Financial Statements</b>                                       |                  |
| <b>5</b> | <b>2024/25 Draft Budget</b>   | <b>To Follow</b> |
|          | For noting  |                  |

## **GENERAL INFORMATION**

**IF YOU WOULD LIKE A VERSION OF THIS AGENDA, OR ANY OF ITS REPORTS, IN LARGE PRINT, BRAILLE, AUDIO OR IN ANOTHER LANGUAGE PLEASE CONTACT DEMOCRATIC SERVICES ON 023 9244 6019**

### **Internet**

This agenda and its accompanying reports can also be found on the Havant Borough Council website: [www.havant.gov.uk](http://www.havant.gov.uk)

### **Public Attendance and Participation**

Members of the public are welcome to attend the Public Service Plaza and observe the meetings.

The Council will endeavour to broadcast the meeting. However, please be aware that the meeting will continue, in the event of the broadcast failing at any time. The Council will also endeavour to record the meeting and make the recording available to watch for up to six months from the date of the meeting.

IP addresses will not be collected, however in order to function, Teams Live collects background data limited to when a user enters and leaves the meeting and the web browser version used. Data collected will be kept and recorded for the purposes of this meeting.

### **Disabled Access**

The Public Service Plaza has full access and facilities for the disabled.

### **Emergency Procedure**

Please ensure that you are familiar with the location of all emergency exits which are clearly marked. In the unlikely event of an emergency an alarm will sound.

PLEASE EVACUATE THE BUILDING IMMEDIATELY.

DO NOT RE-ENTER THE BUILDING UNTIL AUTHORISED TO DO SO

### **No Smoking Policy**

The Public Service Plaza operates a strict No Smoking policy in all of its offices, corridors, meeting rooms and toilets.

### **Parking**

Pay and display car parking is available in the Leisure Centre car park opposite the Plaza.

