

# NOTICE OF MEETING

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## GOVERNANCE AND AUDIT AND STANDARDS COMMITTEE

THURSDAY 15 NOVEMBER 2012 AT 2 PM

CONFERENCE ROOM A, 2<sup>ND</sup> FLOOR, CIVIC OFFICES, PORTSMOUTH

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### Membership

Councillor Terry Hall (Chair)  
Councillor David Fuller (Vice-Chair)  
Councillor Michael Andrewes  
Councillor Phil Smith  
Councillor Donna Jones  
Councillor Neill Young

### Standing Deputies

Councillor Peter Eddis  
Councillor Les Stevens  
Councillor Sandra Stockdale  
Councillor Simon Boshier  
Councillor Alistair Thompson  
Vacancy

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(NB This Agenda should be retained for future reference with the minutes of this meeting.)

Please note that the agenda, minutes and non-exempt reports are available to view online on the Portsmouth City Council website: [www.portsmouth.gov.uk](http://www.portsmouth.gov.uk)

**Deputations by members of the public may be made on any item where a decision is going to be taken. The request should be made in writing to the contact officer (above) by 12 noon of the working day before the meeting, and must include the purpose of the deputation (for example, for or against the recommendations). Email requests are accepted.**

## AGENDA

**1 Apologies for Absence**

**2 Declarations of Members' Interests**

**3 Minutes of the meeting of the Standards Committee Meeting held on 16 July 2012**  
...

**RECOMMENDED** that the minutes of the last Standards Committee meeting held on 16 July 2012 be confirmed and signed by the Chair as a correct record.

**4 Minutes of the meeting of Governance & Audit & Standards Committee held on 27 September 2012**  
...

**RECOMMENDED** that the minutes of the meeting of Governance & Audit & Standards Committee held on 27 September 2012 be confirmed and signed by the Chair as a correct record.

**5 Updates on actions identified in the minutes**

**6 Reports from the District Auditor**  
...

The purpose of this item is to inform the Committee of the receipt of the following reports from the District Auditor

- External audit progress report September 2012 (attached)
- Certification of claims and returns – annual report (attached)

**RECOMMENDED** that the reports from the District Auditor be received and that the Chief Executive be requested to take any action required.

**7 Local Government Ombudsman Complaints 2011/2012 (Information Only) for noting.**  
...

The purpose of the report is to bring to the attention of the Governance & Audit & Standards Committee the Annual Review by the Local Government Ombudsman dated June 2011 regarding the complaints it has considered against Portsmouth City Council for the year 2010/2011

**RECOMMENDED** that the report be noted.

**8 Audit Performance Status Report to 5 October 2012 for Audit Plan 2012/13**  
...

The purpose of the report is to update the Governance & Audit & Standards Committee on the Internal Audit Performance for 2012/13 to 5 October 2012 against the Annual Audit Plan, highlight areas of concern and areas where assurance can be given on the internal control framework and to advise on changes in the Audit Charter and Terms of Reference and new national Auditing Standards to be published.

**RECOMMENDED**

**(1) That Members note the Audit Performance for 2012/13 to 5 October 2012.**

**(2) That Members note the highlighted areas of control weakness for the 2012/13 Audit Plan.**

**(3) That Members note the changes to the Audit Charter and Terms of Reference and the impending new National Auditing Standards.**

**9 Regulation of Investigatory Powers Act 2000 (RIPA)**

...

To update Members on the Authority's use of Regulatory Powers, in accordance with Policy, for the five month period from June 2012 to October 2012 and the changes introduced by the Protection of Freedoms Bill

**RECOMMENDED that Members of the Governance and Audit and Standards Committee:**

**(1) Note the RIPA application authorised in the five month period from June 2012 to October 2012.**

**(2) Note the new legal position as a result of the Protection of Freedoms Act 2012 and its impact on RIPA authorisations.**

**10 Annual Governance Statement 2011/12 – progress.**

...

The purpose of the report is to update on progress being made against the key governance issues, as highlighted in the Annual Governance Statement 2011/12.

**RECOMMENDED that the Governance and Audit and Standards Committee**

**(1) Make note of the progress being made against the key governance issues for 2011/12, as highlighted in appendix one.**

**(2) Make note of any additional issues as also highlighted in appendix one.**

**11 Southsea Town Council – Transfer of closing balance to the Rocky Appeal**

...

The purpose of the report is to advise the Committee that all outstanding actions of the final resolution of the former Southsea Town Council have been completed.

**RECOMMENDED that the Committee note that the final resolution of the former Southsea Town Council has been fully complied with and no further actions are required of the City Council.**

**12 Treasury Management Mid Year Review for 2012/13 – information only**

...

The purpose of the report is to inform members and the wider community of the Council's Treasury Management position at 30 September 2012 and of the risks attached to that position and to revise the list of approved investments. The report is being submitted to Cabinet on 3 December and is

before this Committee for noting and to allow for comments.

**RECOMMENDED** that the recommendations set out in section 3 of the report be noted.

**13 Exclusion of Press and Public**

That in view of the contents of the following items on the agenda, the Committee is **RECOMMENDED** to adopt the following motion:

**“That, under the provisions of Section 100A of the Local Government Act, 1972 as amended by the Local Government (Access to Information Act, 1985, the press and public be excluded for the consideration of the following items:-**

**Item 14 - Appendix A only on the grounds that it contains information defined as exempt in Part 1 of Schedule 12A to the Local Government Act, 1972 under paragraphs 1,2 and 7.**

**Item 15 – Appendices 2 and 3 only on the grounds that they contain information defined as exempt in Part 1 of Schedule 12A to the Local Government Act, 1972 under paragraph 3.**

**Paragraph Exemption Nos:**

- 1. Information relating to any individual**
- 2. Information which is likely to reveal the identity of an individual**
- 3. Information relating to the financial or business affairs of any particular person (including the Authority holding that information).**
- 7. Information relating to any action taken or to be taken in connection with the prevention, investigation or prosecution of crime.**

**Although there is a public interest favouring public access to local authority meetings, given the legally and personally sensitive information contained in the Appendices, the public interest in maintaining the exemption outweighs the public interest in disclosing the (exempt) information**

**(NB The exempt/confidential committee papers on the agenda will contain information which is commercially, legally or personally sensitive and should not be divulged to third parties. Members are reminded of standing order restrictions on the disclosure of exempt information and are invited to return their exempt documentation to the Senior Local Democracy Officer at the conclusion of the meeting for shredding.)**

**14 Anti-Fraud, Bribery and Corruption & Investigations Update**

... The purpose of the report is

- to update the Governance and Audit and Standards Committee as part of the reporting protocol for Internal Audit on Investigations directed by the ‘Investigation Steering Panel’ between September 2011 and

November 2012 including outcomes and action taken.

- to report on the updated Anti-Fraud, Bribery and Corruption Action Plan.
- to report on the proposed amendments to the Whistleblowing Policy following discussions with Public Concern at Work.

**RECOMMENDED that Members**

**(1) note the contents of the investigations report detailed as Exempt in Appendix A**

**(2) note the Anti-Fraud, Bribery and Corruption Action Plan, Appendix B**

**15 Procurement Management Information**

... The purpose of the report is to update Members on steps being taken to demonstrate that PCC is achieving value for money from its contracts for goods and services.

**RECOMMENDED**

**(1) that members note we have surpassed the target of 95% conformance and achieved 97% for August 2012**

**(2) our year to date conformance of 96% is now running above the set target, therefore, it is recommended that the frequency of reporting to G&A&S moves to half yearly from the present quarterly arrangement**

**(3) that members note the performance of our suppliers and contractors and action in progress to address poor performance.**

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