



NOTICE OF MEETING

GOVERNANCE & AUDIT & STANDARDS COMMITTEE

FRIDAY, 26 JUNE 2015 AT 2.00 PM

CONFERENCE ROOM A - CIVIC OFFICES

Telephone enquiries to 023 9283 4058

Email: Vicki.plytas@portsmouthcc.gov.uk

Membership

Councillor Simon Boshier (Chair)

Councillor Ian Lyon (Vice-Chair)

Councillor John Ferrett

Councillor Steve Hastings

Councillor Hugh Mason

Councillor Phil Smith

Standing Deputies

Councillor Ryan Brent

Councillor Ken Ferrett

Councillor Scott Harris

Councillor Lynne Stagg

Councillor David Tompkins

Councillor Matthew Winnington

Councillor Rob Wood

(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

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 Meetings held on 13 March and 17 April 2015** (Pages 1 - 14)

To confirm the minutes of the meetings held on 13 March 2015 and 17 April 2015 as a correct record.

RECOMMENDED that the minutes of the meetings held on 13 March 2015 and 17 April 2015 be confirmed and signed by the Chair as a correct record.

- 4 **Sector Update from External Auditor** (Pages 15 - 26)

Sector Update from External Auditor for discussion and noting.

- 5 **External Auditor's Progress Report June 2015** (Pages 27 - 32)

External Auditor's Progress Report - June 2015 - for discussion and noting.

- 6 **Changes to the designated independent person dismissal procedures** (Pages 33 - 42)

(Also going to Full Council)

The purpose of the report is to inform members of a change to the procedures that must be followed for the dismissal of designated posts (Head of Paid Service, Monitoring Officer or Chief Finance Officer) using a designated independent person and to seek, from G&A&S, a recommendation to council to amend the Council's *Officers' Employment Procedure Rules in Part 3D of the Constitution* to reflect these new procedures. Members are also asked to agree that a copy of the report should be sent to Employment Committee for information.

RECOMMENDED

1. That the new process for dismissal of a designated person (set out in paragraphs 4.1-4.3) of the report be noted.
2. That Full Council agrees that the **Officers' Employment Procedure Rules in Part 3D of the Constitution** be amended to reflect the change in process. The proposed changes are attached as **Appendix 1**
3. That the **Director of Legal, HR and Performance** be tasked with the creation of any such panel if it is required
4. That this report be sent to **Employment Committee** for information.

7 Annual Governance Statement monitoring 2014/15 (Pages 43 - 48)

The purpose of the report is to update members on progress against a number of issues identified as governance risks in the 2013/14 Annual Governance Statement, and to highlight matters of relevance in preparing the 2014/15 statement.

RECOMMENDED that the Governance and Audit and Standards Committee are asked to:

- 1) note and agree the recommendations relating to each of the governance issues set out in section 4.1 of the report.**
- 2) reinforce their expectations in relation to corporate governance for 2015/16 as set out in paragraph 5.5 of the report.**

8 Annual Internal Audit Report for the 2014/15 Financial Year (Pages 49 - 84)

The purpose of this report is to give the Annual Audit Opinion on the effectiveness of the control framework, based on the Internal Audit findings for 2014/15 and highlight areas of concern and to advise Members of the Audit Plan for 2015/16.

RECOMMENDED that

- 1. Members note the Audit Performance for 2014/15**
- 2. Members note the highlighted areas of control weakness for the 2014/15 Audit Plan**
- 3. Members note the Annual Audit Opinion on the effectiveness of the system of internal control for 2014/15**
- 4. Members endorse the Audit Plan for 2015/16**

9 Revision to Planning Code (Pages 85 - 100)

(Also going to Full Council)

The purpose of the report is to ask the Committee to approve the revised Planning Code so that it may be incorporated into the Council's constitution.

RECOMMENDED that the Planning Code is approved and incorporated into the Constitution.

10 Consideration of the political balance rules in relation to the constitution of Sub-committees (Pages 101 - 104)

The purpose of the reports is to ask the Committee to consider whether it

wishes to disapply the political balance rules in respect of its Sub-Committees which are considering complaints against Members.

RECOMMENDED that the Committee is asked to consider whether it wishes to disapply the political balance rules in respect of its Sub-Committees which are considering complaints against Members.

Members of the public are now permitted to use both audio visual recording devices and social media during this meeting, on the understanding that it neither disrupts the meeting or records those stating explicitly that they do not wish to be recorded. Guidance on the use of devices at meetings open to the public is available on the Council's website and posters on the wall of the meeting's venue.