
NOTICE OF MEETING

GOVERNANCE & AUDIT & STANDARDS COMMITTEE

FRIDAY, 2 FEBRUARY 2018 AT 10.30 AM

THE EXECUTIVE MEETING ROOM - THIRD FLOOR, THE GUILDHALL

Telephone enquiries to 023 9283 4058

Email: Vicki.plytas@portsmouthcc.gov.uk

If any member of the public wishing to attend the meeting has access requirements, please notify the contact named above.

Membership

Councillor John Ferrett (Chair)
Councillor Scott Payter-Harris (Vice-Chair)
Councillor Leo Madden
Councillor Hugh Mason
Councillor Neill Young

Standing Deputies

Councillor Alicia Denny
Councillor Paul Godier
Councillor Darren Sanders
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 recommendation/s). Email requests are accepted.

AGENDA

1 Apologies for Absence

2 Declarations of Members' Interests

3 Minutes from the Meeting held on 27 October 2017 (Pages 7 - 20)

RECOMMENDED that the minutes of the meeting held on 27 October 2017 be confirmed and signed by the Chair as a correct record.

4 Update on actions identified in the minutes

5 External Auditor's report - Grant Claim Certification (information) (Pages 21 - 30)

Report on Grant Claim Certification for information and noting.

6 External Auditor's report - Progress Report (Pages 31 - 36)

External Auditor's report for information and noting.

7 External Auditor's report - 2017/2018 Audit Plan (Pages 37 - 72)

External Auditor's progress report for information and noting.

8 Audit Performance Status Report to 8th January 2018 (Pages 73 - 98)

This report is to update the Governance and Audit and Standards Committee on the Internal Audit Performance for 2017/18 to 8th January 2018 against the Annual Audit Plan, highlight areas of concern and areas where assurance can be given on the internal control framework.

RECOMMENDED that Members

- (1) Note the Audit Performance for 2017/18 to 8th January 2018.**
- (2) Note the highlighted areas of control weakness from the 2017/18 Audit Plan.**

9 Treasury Management Monitoring Report for the Third Quarter of 2017/18 (Pages 99 - 108)

The purpose of the report is to outline the Council's performance against the treasury management indicators approved by the City Council on 21 March,

17 October and 12 December 2017.

RECOMMENDED that the actual Treasury Management indicators for December 2017 in Appendix A be noted.

10 Performance Management update - Q2, 2017-18 (Pages 109 - 260)

The purpose of the report is to report significant performance issues, arising from Q2 performance monitoring, to Governance and Audit and Standards committee and highlight areas for further action or analysis.

RECOMMENDED that

The Governance and Audit and Standards Committee is asked to:

- 1) note the report;**
- 2) note the continued improvement in quality of reports from directorates;**
- 3) agree if any further action is required in response to performance issues highlighted.**

11 Consideration of the political balance rules in relation to the constitution of Sub-Committees considering complaints against Members (Pages 261 - 262)

The purpose of the report is to ask the Committee to consider whether it wishes to dis-apply the political balance rules in respect of its Sub-Committees which consider complaints against Members and to agree that the same rule shall apply to the Initial Filtering Panel.

RECOMMENDED that the political balance rules are disapplied in respect of Governance and Audit and Standards Sub-Committees which are considering complaints against Members and also the same arrangement should apply in respect of Initial Filtering Panel membership.

12 Report on complaints received into alleged breaches of the Code of Conduct by Members of the Council for the calendar year 2017 (Pages 263 - 268)

The purpose of the report is to update Members of the Committee in relation to complaints which have been progressed within the calendar year 2017 and which allege that Councillors may have breached the Code of Conduct.

RECOMMENDED that

- (1) Committee Members note the report**
- (2) Committee Members consider whether any further action is**

required by them

13 Exclusion of Press and Public

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 on the grounds that the reports contain information defined as exempt in Part 1 of Schedule 12A to the Local Government Act, 1972”

The public interest in maintaining the exemption must outweigh the public interest in disclosing the information.

Under the Local Authorities (Executive Arrangements) (Meetings and Access to Information) England Regulations 2012, regulation 5, the reasons for exemption of the listed items is shown below.

(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.)

<u>Item</u>	<u>Exemption Para No.*</u>
14. Data Security Breach (Exempt Appendix only)	1 and 2
15. Procurement Management Information (Exempt Appendices 1, 4 and 5 only)	1, 2 and 3
*1. Information relating to any individual	
*2. Information that 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).	

14 Data Security Breach Report (Pages 269 - 270)

(NB Appendix 1 is exempt and provision has been made on the agenda for the meeting to be moved into exempt session if required)

The purpose of the report is to inform the Committee of any Data Security Breaches and actions agreed/taken since the last meeting.

RECOMMENDED that Members of the Committee note the breaches (by reference to Exempt Appendix A) that have arisen and the action determined by the Corporate Information Governance Panel (CIGP).

15 Procurement Management Information (Pages 271 - 292)

(NB Appendices 1, 4 and 5 are exempt and provision has been made on the agenda for the meeting to be moved into exempt session if required)

The purpose of the report (which is for information and noting only) is to provide evidence to allow the committee to evaluate the extent that Portsmouth City Council is achieving value for money in its contracts for goods, services and works.

Members of the public are permitted to use both audio visual recording devices and social media during this meeting, on the understanding that it neither disrupts the meeting nor 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.

Whilst every effort will be made to webcast this meeting, should technical or other difficulties occur, the meeting will continue without being webcast via the Council's website.

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