



# NOTICE OF MEETING

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## GOVERNANCE & AUDIT & STANDARDS COMMITTEE

FRIDAY, 5 MARCH 2021 AT 2.00 PM

### VIRTUAL REMOTE MEETING - REMOTE

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#### Membership

Councillor Leo Madden (Chair)  
Councillor Simon Boshier (Vice-Chair)  
Councillor John Ferrett  
Councillor Judith Smyth  
Councillor Tom Wood  
Councillor Neill Young

#### Standing Deputies

Councillor Matthew Atkins  
Councillor Ben Dowling  
Councillor Graham Heaney  
Councillor Donna Jones  
Councillor Terry Norton

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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

A written deputation stating to which agenda decision item it refers must be received by the officer named at the top of the agenda **by 12 noon two working days preceding the meeting.** Any written deputation received by email will be sent to the Members on the relevant decision making body and be referred to and read out at the meeting within permitted time limits.

## AGENDA

**1 Apologies for Absence**

**2 Declarations of Members' Interests**

**3 Minutes of the Meeting held on 15 January 2021 (Pages 7 - 12)**

**RECOMMENDED that the minutes of the meeting held on 15 January 2021 be approved and signed by the Chair as a correct record.**

**4 Elected Member's Training Report and Calendar (Pages 13 - 42)**

The purpose of this information only report is to advise members of the Committee of the planned elected members training calendar for 2021.

The report is for noting.

**5 Internal Audit Plan 2021/22 (Pages 43 - 54)**

The purpose of the report is to present the proposed Internal Audit Plan for 2021/22 to the committee for approval, as set out in Appendix A.

**RECOMMENDED that the Committee approve the proposed Internal Audit Plan for 2021/22 as set out in Appendix A.**

**6 Audit Performance Status Report (Pages 55 - 88)**

The purpose of the report is to update the Governance and Audit and Standards Committee on the Internal Audit Performance for 2020/21 to 18<sup>th</sup> February 2021 against the Annual Audit Plan, highlight areas of concern and areas where assurance can be given on the internal control framework.

**RECOMMENDED that Members note the Audit Performance and results for 2020/21 to 18<sup>th</sup> February 2021.**

**7 Data Security Breaches (Pages 89 - 102)**

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 Governance & Audit & Standards Committee note the breaches (by reference to Appendix A) that have arisen and the action determined by the Corporate Information Governance Panel (CIGP).**

**8 External Auditors outline indicative 2020/21 Audit Plan (Pages 103 - 122)**

External Auditors Outline Audit Plan 2020 -21 for noting.

**9 External Auditors 2019/20 Annual Audit Letter (Pages 123 - 160)**

External Auditors Annual Audit Letter.  
This item is for noting.

**10 Treasury Management Monitoring Report Qtr 3 (Pages 161 - 170)**

- (1) The purpose of the report is to inform members and the wider community of the Council's Treasury Management position, i.e. its borrowing and cash investments at 31 December 2020 and of the risks attached to that position.
- (2) Whilst the Council has a portfolio of investment properties and some equity shares that were acquired through the capital programme; these do not in themselves form part of the treasury management function and are not considered as part of this report.

**RECOMMENDED**

- (1) That it be noted the Council's Treasury Management activities have remained within the Treasury Management Policy 2020/21 in the period up to 31 December 2020.**
- (2) That the actual Treasury Management indicators as at 31 December 2020 set out in Appendix A be noted.**

**11 Treasury Management Policy 2021/22 (Pages 171 - 208)**

The purpose of this report is to obtain the Council's approval of the updated Treasury Management Policy Statement (attached) which includes the Annual Investment Strategy. It is before this Committee for scrutiny and comment before going on to Cabinet and then to Full Council for approval.

**RECOMMENDED that the Committee note the recommendations in section 3 of the report that will go on to Cabinet and then to Full Council for approval.**

**12 Appointment/re-appointment of Independent Persons (Pages 209 - 212)**

The purpose of the report is to outline the requirements for and consider the reappointment of two Independent Persons whose terms are coming to an end and to add an additional Independent Person, pursuant to the provisions of Section 28 of the Localism Act 2011.

**RECOMMENDED that Governance and Audit and Standards Committee recommend that;**

- 1) The Council increases the number of Independent Persons to up to five (from up to four);**
- 2) The Council reappoint Carole Damper and Diana Turner as**

Independent Persons for a further three years from 1 May 2021 through to 30 April 2024, and;

- 3) The Council appoint Chris Rider as an Independent Person for three years from 1 May 2021 through to 30 April 2024 (subject to 1 above being agreed).

**13 Members Allowances Report (Pages 213 - 224)**

The purpose of the report is

- (1) To seek approval for the review process from the Governance & Audit & Standards Committee
- (2) To recommend to Council the findings of the Independent Remuneration Panel in respect of the Members' Allowances Scheme.

**RECOMMENDED**

**To Governance & Audit & Standards Committee**

That it approves the review process.

**To Council (via Governance & Audit & Standards Committee)**

- (1) That no change should be made at present to any of the various elements comprising the Members' Allowances Scheme ("the Scheme") attached as Appendix 1 on the basis that the existing index linked arrangement should continue to be applied.
- (2) To note that the Panel aims to revisit the Scheme in around one year's time to consider any possible changes the Panel may deem appropriate at that time
- (3) Note in any event a further review will be required within four years of the last review taking place
- (4) That the existing Independent Review Panel be retained as a Standing Panel in the interim period, to consider any issues that arise in connection with the Scheme before the next review, either by email or in meetings.
- (5) The members of the Independent Review Panel be thanked for their time and attention in undertaking the Review.

**14 Exclusion of Press and Public**

In view of the contents of the appendices to the following item 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 item on the grounds that the appendices to the report contains 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 appendices are 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 asked to dispose of exempt documentation as confidential waste at the conclusion of the meeting.**

<b>Item</b>	<b>Exemption Para No.*</b>
<b>15. Procurement Management Information (Exempt Appendices 1, 2 and 3)</b>	<b>3</b>

**\*3. Information relating to the financial or business affairs of any particular person (including the authority holding that information)**

**15 Procurement report (Pages 225 - 238)**

The purpose of the report is to provide evidence to allow the committee to evaluate the extent that Portsmouth City Council is producing contracts for goods, works and services in a legally compliant value for money basis.

The report is for noting.

This meeting is webcast (videoed), viewable via the Council's livestream account at <a href="https://livestream.com/accounts/14063785">https://livestream.com/accounts/14063785</a>
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