

# NOTICE OF MEETING

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## GOVERNANCE & AUDIT & STANDARDS COMMITTEE

FRIDAY, 16 JULY 2021 AT 2.00 PM

### COUNCIL CHAMBER - THE GUILDHALL

Telephone enquiries to James Harris on 023 9260 6065  
Email: james.harris@portsmouthcc.gov.uk

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

#### Information with regard to public access due to Covid precautions:

- Attendees will be requested to undertake an asymptomatic/ lateral flow test within 48 hours of the meeting.
- If symptomatic you must not attend and self-isolate following the stay at home guidance issued by Public Health England.
- All attendees are required to wear a face covering while moving around within the Guildhall. Face coverings may be removed once seated if 2m apart from other attendees.
- Attendees will be subject to a temperature check on arrival.
- Please only use seats marked with a green circle. These seats have been allocated to ensure 2m social distancing.
- Please use the hand sanitizer provided on entering the Guildhall, maintain 2m social distancing within the Guildhall and follow the one way system in place.
- Attendees will need to book in to the venue (QR code). An NHS test and trace log will be retained and maintained for 21 days for those that cannot or have not downloaded the app.
- Spaces will be limited and priority will be given to committee members and any applicants and /or deputies. Those not participating in the meeting and wish to view proceedings are encouraged to do so remotely via the livestream link.

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#### Membership

Councillor Leo Madden (Chair)  
Councillor Simon Boshier (Vice-Chair)  
Councillor Stuart Brown  
Councillor Charlotte Gerada  
Councillor Lee Hunt  
Councillor Daniel Wemyss

## Standing Deputies

Councillor Ryan Brent  
Councillor Lewis Gosling  
Councillor Graham Heaney  
Councillor John Smith  
Councillor Rob Wood

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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 recommendation/s). Email requests are accepted.**

## AGENDA

- 1 **Apologies for Absence**
- 2 **Declarations of Members' Interests**
- 3 **Minutes of the meeting held on 5 March 2021 (Pages 5 - 16)**  
**RECOMMENDED that the minutes of the meeting held on 5 March 2021 be approved and signed by the Chair as a correct record.**
- 4 **External Auditors - 2020/21 Audit Plan (Pages 17 - 62)**  
Presentation of the 2020/21 Audit Plan from the External Auditors for noting.
- 5 **Internal Audit Performance Status Report to 2nd July 2021 & Annual Audit Opinion 2020/21 (Pages 63 - 108)**  
The purpose of this report is to update the Governance and Audit and Standards Committee on the Internal Audit Performance for 2020/21 to 2<sup>nd</sup> July 2021 against the Annual Audit Plan, highlight areas of concern and areas where assurance can be given on the internal control framework.  
  
In addition to this the Annual Opinion on the effectiveness of the Internal Control Environment is provided in Appendix B. This opinion feeds into the Annual Governance Statement and is a requirement of the Local Government Act 1999 and the Public Sector Internal Audit Standards.

**Recommended that the Governance, Audit & Standards Committee notes:**

- (i) the Audit Performance and results for 2020/21 to 2<sup>nd</sup> July 2021;**
- (ii) any highlighted areas of concern in relation to audits completed from the 2020/21 Audit Plan, including follow up work performed; and**
- (iii) the Annual Audit Report and Opinion for 2020/21.**

**6 Treasury Management Outturn Report for 2020/21 (Pages 109 - 120)**

The purpose of the report is to inform members and the wider community of the Council's treasury management activities in 2020/21 and of the Council's treasury management position as at 31 March 2021.

**RECOMMENDED that the actual prudential and treasury management indicators based on the unaudited accounts, as shown in Appendix B, be noted (an explanation of the prudential and treasury management indicators is contained in Appendix C).**

**7 Draft Annual Governance Statement (Pages 121 - 162)**

The purpose of the report is to seek approval from the Governance and Audit and Standards Committee for the council's draft Annual Governance Statement (AGS) for 2020/21.

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

- (i) agree the Annual Governance Statement 2020/21 (Appendix 1); and**
- (ii) approve the refreshed Local Code of Governance (Appendix 2)**

**8 Consideration of the political balance rules in relation to the constitution of Sub-Committees considering complaints against Members (Pages 163 - 164)**

The purpose of the report is to ask the Committee to consider whether it wishes to disapply 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.**

**9 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 Exemption</b>	<b>Para No.*</b>
<b>10. 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.**

**10 Procurement Management Information (Pages 165 - 254)**

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.

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.

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