

# NOTICE OF MEETING

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## GOVERNANCE & AUDIT & STANDARDS COMMITTEE

FRIDAY, 24 SEPTEMBER 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 recommended to wear a face covering while moving around within the Guildhall.
- Attendees will be encouraged to take a temperature check on arrival.
- Although it will no longer be a requirement attendees may choose to keep a social distance and take opportunities to prevent the spread of infection
- Hand sanitiser is provided at the entrance and throughout the Guildhall. All attendees are encouraged to make use of hand sanitiser on entry to the Guildhall and are requested to follow the one way system in place.
- Attendees are encouraged 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.
- 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 16 July 2021 (Pages 7 - 14)**

**RECOMMENDED that the minutes of the meeting held on 16 July 2021 be approved and signed by the Chair as a correct record.**

- 4 Performance Management Update - Q1, 2021-22 (Pages 15 - 62)**

To report any significant performance issues arising from Q1 2021-22 performance monitoring to the Governance and Audit and Standards committee and highlight areas for further action or analysis.

**RECOMMENDED that the Committee:-**

- (1) Note the report in the revised format; and**
- (2) Agree if any further action is required in response to performance issues highlighted.**

**5 Annual Governance Statement (Pages 63 - 86)**

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

**RECOMMENDED that the Committee is asked to agree the Annual Governance Statement 2020/21 (Appendix 1)**

(to be signed off before the Statement of Accounts)

**6 External Audit - Audit Results Report Year Ended 31 March 2021**

Report to follow under separate cover.

**7 Internal Audit Performance Status Report to 6th September 2021 (Pages 87 - 114)**

The purpose of this report is to update the Governance and Audit and Standards Committee on the Internal Audit Performance for 2021/22 to 6<sup>th</sup> September 2021 against the Annual Audit Plan, highlight areas of concern and areas where assurance can be given on the internal control framework.

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

- (i) the Audit Performance and results for 2020/21 to 6<sup>th</sup> September 2021; and**
- (ii) any highlighted areas of concern in relation to audits completed from the 2020/21 Audit Plan, including follow up work performed.**

**8 Statement of Accounts 2020-2021 (Pages 115 - 278)**

The purpose of the report is for the Governance, Audit & Standards Committee to consider the Statement of Accounts for 2020/21.

**Recommended that:**

- (i) the Statement of Accounts be approved; and**
- (ii) authority be delegated to the Chair of the Governance and Audit and Standards Committee to sign an amended 2020/21 Statement of Accounts after 24<sup>th</sup> September should this be required following comments by the auditor.**

**9 Treasury Management Monitoring Report for the First Quarter of 2021/22**  
(Pages 279 - 288)

The purpose of the report is to inform members and the wider community of the Council's Treasury Management position, ie. its borrowing and cash investments at 30<sup>th</sup> June 2021 and of the risks attached to that position.

Whilst the Council has a portfolio of investment properties and some equity shares which were acquired through the capital programme; these do not in themselves form part of the treasury management function.

**RECOMMENDED that**

**(1) the Council's Treasury Management activities have remained within the Treasury Management Policy 2021/22 in the period up to 30 June 2021 be noted; and**

**(2) the actual Treasury Management indicators as at 30 June 2021 set out in Appendix A be noted.**

**10 Corporate Complaints Policy** (Pages 289 - 316)

**The purpose of this report is to present the revised corporate complaints policy to the committee for approval, as set out in Appendix A.**

**RECOMMENDED that the Governance, Audit & Standards Committee approves**

(i) the proposed revised corporate complaints policy as set out at appendix A; and

(ii) the proposed timeline for implementation of the new policy from 1 December 2021.

**11 Overview of Portsmouth City Council complaints, including Local Government and Social Care Ombudsman Complaints 2020/21** (Pages 317 - 328)

Purpose.

To bring to the attention of the Governance & Audit & Standards Committee the Annual Review of Complaints by the Local Government and Social Care Ombudsman (LGSCO) dated July 2021, regarding complaints it has considered against Portsmouth City Council for the year 2020/21, and to provide an overall review of complaints.

**Recommended that the Committee & Audit & Standards Committee note the report.**

**12 Data Security Breach Report (Pages 329 - 346)**

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).**

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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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