

# NOTICE OF MEETING

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## GOVERNANCE & AUDIT & STANDARDS COMMITTEE

THURSDAY, 29 SEPTEMBER 2022 AT 10.00 AM

COUNCIL CHAMBER - THE GUILDHALL, PORTSMOUTH

Telephone enquiries to James Harris on 023 9260 6065

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

### **Public health guidance for staff and the public due to Winter coughs, colds and viruses, including Covid-19**

- Following the government announcement 'Living with Covid-19' made on 21 February and the end of universal free testing from 1<sup>st</sup> April, attendees are no longer required to undertake any asymptomatic/ lateral flow test within 48 hours of the meeting; however, we still encourage attendees to follow the public health precautions we have followed over the last two years to protect themselves and others including vaccination and taking a lateral flow test should they wish.
  - We strongly recommend that attendees should be double vaccinated and have received any boosters they are eligible for.
  - If unwell we encourage you not to attend the meeting but to stay at home. Updated government guidance from 1 April advises people with a respiratory infection, a high temperature and who feel unwell, to stay at home and avoid contact with other people, until they feel well enough to resume normal activities and they no longer have a high temperature. From 1 April, anyone with a positive Covid-19 test result is still being advised to follow this guidance for five days, which is the period when you are most infectious.
  - We encourage all attendees to wear a face covering while moving around crowded areas of the Guildhall.
  - Although not a legal requirement, attendees are strongly encouraged to keep a social distance and take opportunities to prevent the spread of infection by following the 'hands, face, space' and 'catch it, kill it, bin it' advice that protects us from coughs, colds and winter viruses, including Covid-19.
  - 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.
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- 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 Dave Ashmore  
Councillor Stuart Brown  
Councillor Judith Smyth  
Councillor Benedict Swann  
Councillor Daniel Wemyss

## **Standing Deputies**

Councillor Simon Boshier  
Councillor Graham Heaney  
Councillor Ian Holder  
Councillor Mark Jeffery  
Councillor Abdul Kadir  
Councillor Scott Payter-Harris  
Councillor John Smith

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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 20 July 2022 (Pages 7 - 12)**

RECOMMENDED that the minutes of the meeting held on 20 July 2022 be approved and signed by the Chair as a correct record.

**4 Consideration of any matters or referral arising from the 27 September 2022 Meeting of the Scrutiny Management Panel**

To consider any referral made to the committee by the Scrutiny Management Panel following its consideration of the call-in of the decision taken by the Cabinet Member for Planning Policy & City Development on 26 July 2022 in respect of item 4 on that agenda "Options for increasing Planning Committee Capacity"

['Link to Scrutiny Management Panel Agenda'](#)

**5 External Audit verbal update - change in risk assessment since presentation of 2021/22 Audit Planning Report**

In our 2021/22 Audit Plan, presented to the 20 July 2022 meeting of the Governance and Audit and Standards Committee, we reported an inherent risk related to Infrastructure Assets. The background to this risk was reported in our Plan. We noted in our Plan that we would engage further with management in relation to this issue.

We have now discussed this in more detail with officers, to understand the current approach to accounting for these assets, and re-assessed the potential level of audit risk.

Having considered the matter further as a result, we have increased this to an area of significant risk for the audit, and it will be reported on as such in our Audit Results Report to a future GAS meeting. The change in risk arises from the size of the balance involved, and the degree of likelihood that gross values could be materially misstated based on our understanding of the granularity of the information available to the Council and the current processes to assess the accounting implications of this.

We would continue to highlight that this is a sector-wide issue impacting many Councils, and that work is ongoing by CIPFA and DLUHC to review the underlying accounting guidance, with a view to producing a possible short-term resolution to the issue.

**6 Treasury Management Monitoring Report for the First Quarter of 2022/23 (Pages 13 - 22)**

Purpose

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 2022 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.

## **Recommendations**

- (i) That the Council's Treasury Management activities have remained within the Treasury Management Policy 2022/23 in the period up to 30<sup>th</sup> June 2022 be NOTED; and
- (ii) That the actual Treasury Management indicators as at 30<sup>th</sup> June 2022 set out in Appendix A be NOTED.

### **7 Overview of Portsmouth City Council complaints, including Local Government and Social Care Ombudsman Complaints 2021/2022 (Pages 23 - 34)**

#### **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 20<sup>th</sup> July 2022, regarding complaints it has considered against Portsmouth City Council for the year 2021/22, and to provide an overall review of complaints.

**RECOMMENDED that the Governance & Audit & Standards Committee notes the report.**

### **8 Data Security Breaches Report (Pages 35 - 54)**

#### **Purpose**

The purpose of this report is to inform the Committee of any Data Security Breaches and enable them to determine whether any trends appear and whether any further actions should be recommended.

#### **Recommendation**

**RECOMMENDED that the Governance & Audit & Standards Committee notes the breaches that have arisen.**

### **9 Review of Polling Districts and Polling Places (Pages 55 - 88)**

#### **Purpose**

The purpose of this report is to detail the outcomes of the review of polling districts and polling places recently undertaken and to invite members to consider the recommendations made.

#### **Recommendations**

**That the Governance & Audit & Standards Committee Recommends to**

**Full Council:**

- (i) That the changes to the current polling scheme recommended in paragraphs 5.2 to 5.6 are approved and implemented on publication of the 2023 Register of Electors; and
- (ii) That it be reconfirmed that the Returning Officer has delegated authority to make such variations to polling places as may be necessary arising from the availability of premises for use at a particular election.

**10 Internal Audit Performance Status Report to 31 August 2022 (Pages 89 - 116)**

Purpose

The purpose of this report is to update the Governance and Audit and Standards Committee on the Internal Audit Performance for 2022/23 to 31 August 2022 against the Annual Audit Plan, highlight areas of concern and areas where assurance can be given on the internal control framework.

Recommendation

**RECOMMENDED that the Governance & Audit & Standards Committee NOTES:**

- (i) The Audit Performance for 2022-23 to 31 August 2022; and
- (ii) the highlighted areas of concern in relation to audits completed from the 2022/23 Audit Plan, including follow up work performed.

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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