

---

# NOTICE OF MEETING

---

## **GOVERNANCE & AUDIT & STANDARDS COMMITTEE**

**WEDNESDAY, 23 NOVEMBER 2022 AT 2.00 PM**

**COUNCIL CHAMBER - THE GUILDHALL, PORTSMOUTH**

Telephone enquiries to James Harris on 023 9260 6065

Email: [james.harris@portsmouthcc.gov.uk](mailto: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.

---

### **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

---

(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.**

## **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.
- Those not participating in the meeting and wish to view proceedings are encouraged to do so remotely via the livestream link.

### **A G E N D A**

#### **1 Apologies for Absence**

#### **2 Declarations of Members' Interests**

#### **3 Minutes of the meeting held on 29 September 2022 and the special meeting held on 27 October 2022 (Pages 7 - 16)**

RECOMMENDED that the minutes of the meeting held on 29 September 2022 and the special meeting held on 27 October 2022 be approved and signed by the Chair as correct records.

#### **4 Health & Wellbeing Board Constitution (Pages 17 - 24)**

##### Purpose

The purpose of the report is to seek approval for proposed changes to the constitution for the Health and Wellbeing Board (HWB). The HWB have requested the changes to its constitution, for support by Governance, Audit and Standards Committee and approval by Full Council, to improve the effectiveness of the HWB as it fulfils its leadership role across the health and wellbeing system locally.

##### Recommendation

**It is recommended that the Governance, Audit and Standards Committee support the changes to the constitution for the Health and Wellbeing Board set out within the report and recommend these changes to Council.**

#### **5 Treasury Management Mid-Year Review 2022/23 (Pages 25 - 34)**

##### Purpose

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 30 September 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

**It is recommended that the following be noted:**

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

#### **6 Internal Audit Performance Status Report to 8 November 2022 (Pages 35 - 50)**

##### 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 8 November 2022 against the Annual Audit Plan, highlight areas of concern and areas where assurance can be given on the internal control framework.

## **Recommendations**

**It is recommended:**

- (i) That Members note the Audit Performance for 2022-23 to 8 November 2022; and**
- (ii) That Members note the highlighted areas of concern in relation to audits completed from the 2022/23 Audit Plan, including follow up work performed.**

### **7 Compliance with Gifts & Hospitality Protocol (Pages 51 - 72)**

#### **Purpose**

The purpose of the report is to update Members on any issues regarding compliance with Gifts & Hospitality protocol and to advise on remedies.

#### **RECOMMENDED that**

- (i) The Committee considers whether or not to make any recommendations for change; and**
- (ii) In the absence of any changes, the report is noted.**

### **8 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.**

**Item Exemption****Para No.\*****9. Procurement Management Information  
(Exempt Appendices 1, 2, 3 & 4)****3**

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

**9 Procurement Management Information (Pages 73 - 138)**Purpose

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 also updates the committee on progress developing procurement performance reporting.

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>