

Meeting	Audit and Governance Committee
Date and Time	Thursday, 5th March, 2020 at 6.30 pm.
Venue	Walton Suite, Guildhall, Winchester

AGENDA

PROCEDURAL ITEMS

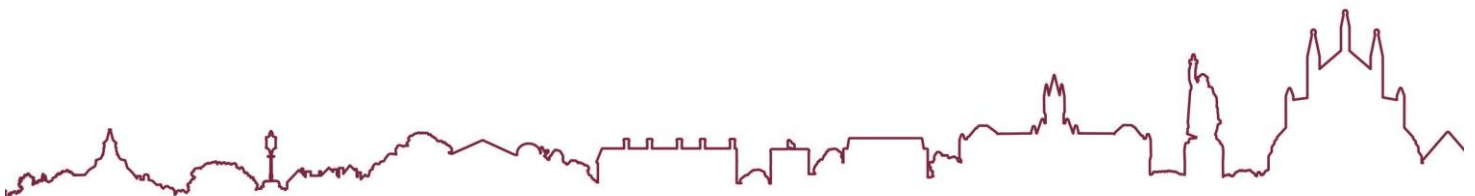
- 1. Apologies and Deputy Members**
To note the names of apologies given and Deputy Members who are attending the meeting in place of appointed Members.
- 2. Disclosure of Interests**
To receive any disclosure of interests from Members and Officers in matters to be discussed.

Note: Councillors are reminded of their obligations to declare disclosable pecuniary interests, and non disclosable pecuniary interests in accordance with legislation and the Council's Code of Conduct.

If you require advice, please contact the appropriate Democratic Services Officer, prior to the meeting.

- 3. Chairperson's Announcements**
- 4. To note the Audit and Governance Work Programme 2019 2020 (Pages 5 - 8)**
- 5. Minutes of the Previous Meeting of the Audit and Governance Committee held on 9 January 2020 (Pages 9 - 12)**
- 6. Public Participation**
To receive and note questions asked and statements made from members of the public on matters which fall within the remit of the Committee.

BUSINESS ITEMS



7. **Planning for and the Audit of Accounts 2019/20 AG0026 (Pages 13 - 54)**
8. **Annual Audit Letter 2018/19 AG014 (Pages 55 - 82)**
9. **Internal Audit Plan 2020/21 AG0020 (Pages 83 - 106)**
10. **Internal Audit Charter 2020/21 AG0021 (Pages 107 - 122)**
11. **Certification of Housing Benefits Claim 2018-19 AG0022 (Pages 123 - 136)**
12. **Governance Quarterly Update - Quarter 3 2019/20 AG0023 (Pages 137 - 164)**
13. **Housing Revenue Account Risk and Viability AG0024 (Pages 165 - 174)**
14. **Local Code of Corporate Governance 2020 AG0025 (Pages 175 - 196)**
15. **Complaints and their Resolution AG0027 (Pages 197 - 204)**

L Kirkman
Strategic Director: Resources and Monitoring Officer

All of the Council's publicly available agendas, reports and minutes are available to view and download from the Council's [Website](#) and are also open to inspection at the offices of the council. As part of our drive to minimise our use of paper we do not provide paper copies of the full agenda pack at meetings. We do however, provide a number of copies of the agenda front sheet at the meeting which contains the QR Code opposite. Scanning this code enables members of the public to easily access all of the meeting papers on their own electronic device. Please hold your device's camera or QR code App over the QR Code so that it's clearly visible within your screen and you will be redirected to the agenda pack.



26 February 2020

Agenda Contact: Dave Shaw, Senior Democratic Services Officer
Tel: 01962 848221 email: dshaw@winchester.gov.uk

MEMBERSHIP

Chairperson:
Power (Liberal Democrats)

Vice-Chairperson:
Bronk (Liberal Democrats)

Conservatives

Gemmell
Godfrey
Mather
Miller

Liberal Democrats

Achwal
Becker
Bentote
Gottlieb
Laming

Deputy Members

Clementson

Williams

Quorum = 4 members

TERMS OF REFERENCE

Audit and Governance Committee – Included within the Council's Constitution (Part 2, Article 9)

PUBLIC PARTICIPATION

A public question and comment session is available at 6.30pm for a 15 minute period. There are few limitations on the questions you can ask. These relate to current applications, personal cases and confidential matters. Please contact Democratic Services on 01962 848 264 in advance of the meeting for further details. If there are no members of the public present at 6.30pm who wish to ask questions or make statements, then the meeting will commence.

FILMING AND BROADCAST NOTIFICATION

This meeting may be recorded and broadcast live on the Council's website. The meeting may also be recorded and broadcast by the press and members of the public – please see the Access to Information Procedure Rules within the Council's Constitution for further information, which is available to view on the [Council's website](#).

DISABLED ACCESS:

Disabled access is normally available, but please phone Democratic Services on 01962 848 264 or email democracy@winchester.gov.uk to ensure that the necessary arrangements are in place.