

Meeting	Audit and Governance Committee
Date and Time	Thursday, 2nd March, 2023 at 6.30 pm.
Venue	Walton Suite, Winchester Guildhall (& a live stream video broadcast available via <a href="https://youtube.com/WinchesterCC">youtube.com/WinchesterCC</a> )

**Note:** This meeting is being held in person at the location specified above. Members of the public should note that a live video feed of the meeting will be available from the council's YouTube channel ( [youtube.com/WinchesterCC](https://youtube.com/WinchesterCC) ) during the meeting.

A limited number of seats will be made available at the above named location however attendance must be notified to the council at least 3 working days before the meeting. Please note that priority will be given to those wishing to attend and address the meeting over those wishing to attend and observe.

## AGENDA

### PROCEDURAL ITEMS

- 1. Apologies**  
To record the names of apologies given.
- 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, personal and/or prejudicial interests in accordance with legislation and the Council's Code of Conduct.*
- 3. Chairperson's announcements**

### BUSINESS ITEMS

- 4. Minutes of the previous meeting held on 30 January 2023 (Pages 5 - 8)**



## 5. **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..

*NB members of the public are required to register with Democratic Services three clear working days before the meeting (see below for further details).*

Members of the public and visiting councillors may speak at this Committee, provided they have registered to speak three working days in advance. Please contact Democratic Services **by 4.30pm on Friday 24 February 2023** via [democracy@winchester.gov.uk](mailto:democracy@winchester.gov.uk) or (01962) 848 264 to register to speak and for further details.

6. **Internal audit plan 23/24 – 24/25 (AG101) (Pages 9 - 26)**
7. **Internal audit charter 23/24 (AG100) (Pages 27 - 40)**
8. **Planning for and audit of the 22/23 accounts (AG099) (Pages 41 - 46)**
9. **Risk Management Policy 23/24 (AG097) (Pages 47 - 94)**
10. **Local Code of Corporate Governance (AG095) (Pages 95 - 130)**
11. **Governance quarterly update 22/23 – Q3 (AG096) (Pages 131 - 158)**
12. **Summary report of outcome of standards investigation and action plan (AG098) (Pages 159 - 172)**

**Laura Taylor  
Chief Executive**

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.



22 February 2023

Agenda Contact: Nancy Graham, Senior Democratic Services Officer  
Tel: 01962 848 235 email: [ngraham@winchester.gov.uk](mailto:ngraham@winchester.gov.uk)

*\*With the exception of exempt items, Agenda, reports and previous minutes are available on the Council's Website [www.winchester.gov.uk](http://www.winchester.gov.uk)*

## **MEMBERSHIP**

### **Chairperson:**

Cutler (Liberal Democrats)

### **Vice-Chairperson:**

Craske (Liberal Democrats)

### **Conservatives**

Bolton

Godfrey

Miller

### **Liberal Democrats**

Achwal

Batho

Laming

### **Deputy Members**

Lumby

Radcliffe

Quorum = 3 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.

*NB members of the public are required to register with Democratic Services three clear working days before the meeting (see below for further details).*

## **FILMING AND BROADCAST NOTIFICATION**

This meeting will 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](#). Please note that the video recording is subtitled but you may have to enable your device to see them (advice on how to do this is on the meeting page).

## **DISABLED ACCESS:**

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