

Meeting Audit and Governance Committee

Date and Time Thursday, 18th July, 2024 at 6.30 pm.

Venue Walton Suite, Guildhall, Winchester and streamed live on
YouTube at www.youtube.com/winchestercc

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) 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. **Appointment of vice-chairperson for 2024/25**

4. **Chairperson's announcements**

5. **To note the date and time of future meetings of the Committee**
 - 26 September 2024
 - 7 November 2024
 - 6 March 2025



BUSINESS ITEMS

6. **To note the Audit & Governance work programme 2024/25 (Pages 5 - 6)**
7. **Minutes of the previous meeting held on 29 February 2024 (Pages 7 - 10)**
8. **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 12 July 2024** via democracy@winchester.gov.uk or (01962) 848 264 to register to speak and for further details.

9. Treasury management outturn 23/24 (Pages 11 - 28)
(AG133)
10. External audit plan 23/24 (Pages 29 - 84)
(AG137)
11. Certification of claims & returns annual report 2022/23 (Pages 85 - 92)
(AG130)
12. Workforce Report 23/24 (Pages 93 - 108)
(AG126)
13. Annual internal audit report & opinion 23/24 (Pages 109 - 128)
(AG136)
14. Annual Governance Statement 23/24 (Pages 129 - 144)
(AG131)
15. Q4 Governance monitoring 23/24 (Pages 145 - 176)
(AG124)

16. Equality, Diversity & Inclusion - Annual Equality Report 2023/24 (Pages 177 - 196)
(AG115)
17. Draft Annual Financial report 23/24 (Pages 197 - 304)
(AG135)

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.



10 July 2024

Agenda Contact: Nancy Graham, Senior Democratic Services Officer
Tel: 01962 848 235 email: 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*

MEMBERSHIP

Chairperson:

Morris (Liberal Democrats)

Vice-Chairperson:

Conservatives

Godfrey

Liberal Democrats

Chamberlain
Cramoysan
Pinniger
Power

Deputy Members

Bolton and Miller

Achwal V and Brophy

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 to ensure that the necessary arrangements are in place.