



ADUR & WORTHING
COUNCILS

14 September 2020

Joint Governance Committee

Date:	22 September 2020
Time:	6.30 pm
Venue:	Remote Meeting via Zoom

Committee Membership:

Adur District Council: Councillors; Kevin Boram (Adur Chairman), George Barton (Adur Vice-Chairman), Paul Mansfield, Ann Bridges, Brian Coomber, Debs Stainforth, Catherine Arnold and Liz Haywood

Worthing Borough Council: Councillors; Roy Barraclough (Worthing Chairman), Tim Wills (Worthing Vice-Chairman), Louise Murphy, Mike Barrett, Steve Waight, Steve Wills, Rebecca Cooper and Hazel Thorpe

Agenda

Part A

1. Substitute Members

Any substitute members should declare their substitution.

2. Declarations of Interest

Members and officers must declare any disclosable pecuniary interests in relation to any business on the agenda. Declarations should also be made at any stage such an interest becomes apparent during the meeting.

If in doubt contact the Legal or Democratic Services representative for this meeting.

3. Minutes

To approve the minutes of the Joint Governance Committee meeting held on 30 July 2020, copies of which have been previously circulated.

4. Public Question Time

To receive any questions from members of the public.

In order for the Committee to provide the fullest answer, questions from the public should be submitted by **noon on Friday 18 September 2020**.

Where relevant notice of a question has not been given, the person presiding may either choose to give a response at the meeting or respond by undertaking to provide a written response within three working days.

Questions should be submitted to Democratic Services,
democratic.services@adur-worthing.gov.uk

(Note: Public Question Time will operate for a maximum of 30 minutes.)

5. Items Raised under Urgency Provisions

To consider any items the Chairman of the meeting considers to be urgent.

6. External Audit Planning Report Update (Pages 1 - 32)

To consider a report from the External Auditor, copies attached as item 6.

7. Internal Audit Progress Report (Pages 33 - 62)

To consider a report from the Acting Head of Internal Audit, copies attached as item 7.

8. Risks & Opportunities Report (Pages 63 - 98)

To consider a report by the Director for Digital & Resources, copy attached as item 8.

9. Scheme of Officer Delegations (Pages 99 - 106)

To consider a report by the Monitoring Officer, copy attached as item 9.

10. Recruitment and Appointment of Independent Persons (Pages 107 - 112)

To consider a report by the Monitoring Officer, copy attached as item 10.

11. Annual Review of Complaints Concerning Member Conduct - 2019/20
(Pages 113 - 122)

To consider a report by the Monitoring Officer, copy attached as item 11.

Part B Exempt Reports - Not for Publication

None.

Recording of this meeting

The Council will be voice recording the meeting, including public question time. The recording will be available on the Council's website as soon as practicable after the meeting. The Council will not be recording any discussions in Part B of the agenda (where the press and public have been excluded).

For Democratic Services enquiries relating to this meeting please contact:	For Legal Services enquiries relating to this meeting please contact:
Neil Terry Democratic Services Lead 01903 221073 neil.terry@adur-worthing.gov.uk	Joanne Lee Solicitor 01903 221134 Joanne.lee@adur-worthing.gov.uk

Duration of the Meeting: Four hours after the commencement of the meeting the Chairperson will adjourn the meeting to consider if it wishes to continue. A vote will be taken and a simple majority in favour will be necessary for the meeting to continue.