



ADUR & WORTHING  
COUNCILS

20 September 2021

**Joint Governance Committee**

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| <b>Date:</b>  | <b>28 September 2021</b>                           |
| <b>Time:</b>  | <b>6.30 pm</b>                                     |
| <b>Venue:</b> | <b>QEII Room, Shoreham-Centre, Shoreham-by-Sea</b> |

**Committee Membership:**

**Adur District Council:** *Councillors Andy McGregor, (Chairman), Rob Wilkinson (Vice-Chairman), Catherine Arnold, Kevin Boram, Lee Cowen, Gabe Crisp, Tania Edwards, and Jim Funnell*

**Worthing Borough Council:** *Councillors Roy Barraclough (Chairman), Tim Wills (Vice-Chairman), Mike Barrett, Louise Murphy, Helen Silman, Emma Taylor, Steve Waight and Steve Wills*

**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 29 July 2021, copies of which have been previously circulated.

### 4. Public Question Time

To receive any questions from members of the public.

Questions should be submitted by noon on Friday 24 September 2021 to Democratic Services, [democratic.services@adur-worthing.gov.uk](mailto: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. Update - Audit Planning Reports for Adur District Council and Worthing Borough Council (Pages 1 - 6)

To consider reports by the External Auditors, copy attached as item 6.

### 7. Internal Audit Progress Report (Pages 7 - 40)

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

## Part B Exempt Reports - Not for Publication

None.

### Recording of this meeting

Please note that this meeting is being live streamed and a recording of the meeting will be available to view on the Council's website. This meeting will be available to view on our website for one year and will be deleted after that period. The Council will not be recording any discussions in Part B of the agenda (where the press and public have been excluded).

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| For Democratic Services enquiries relating to this meeting please contact:   | For Legal Services enquiries relating to this meeting please contact:   |
| Neil Terry<br>Democratic Services Lead<br>01903 221073<br><a href="mailto:neil.terry@adur-worthing.gov.uk">neil.terry@adur-worthing.gov.uk</a> | Maria Memoli<br>Head of Legal Services and Monitoring Officer<br>01903 221119<br><a href="mailto:maria.memoli@adur-worthing.gov.uk">maria.memoli@adur-worthing.gov.uk</a> |

The agenda and reports are available on the Councils website, please visit [www.adur-worthing.gov.uk](http://www.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.