



# ADUR & WORTHING COUNCILS

14 March 2022

## Joint Governance Committee

<b>Date:</b>	<b>22 March 2022</b>
<b>Time:</b>	<b>6.30 pm</b>
<b>Venue:</b>	<b>Council Chamber, Worthing Town Hall</b>

### Committee Membership:

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

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

## 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 25 January 2022, 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 18 March 2022 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. External Audit Verbal Update**

To consider reports from the External Auditors, copies attached as item 6.

### **7. Internal Audit Progress Report (Pages 5 - 38)**

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

### **8. 2022/23 Internal Audit Plan (Pages 39 - 52)**

To consider a report from the Acting Head of Internal Audit, copy attached as item 8.

### **9. Anti-Money Laundering Policy (Pages 53 - 76)**

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

### **10. The Councils' Surveillance Powers, Policy and Procedures (Pages 77 - 102)**

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

### **11. Proposed revisions to Contract Standing Orders (Pages 103 - 132)**

To consider a report by the Director for Digital, Sustainability and Resources, copy attached as item 11.

### **12. Scheme of Allowances for Adur District Council in 2022/23 (Pages 133 - 142)**

To consider a report by the Interim Director for Communities, copy attached as item 12.

**13. Scheme of Allowances for Worthing Borough Council in 2022/23** (Pages 143 - 148)

To consider a report by the Interim Director for Communities, copy attached as item 13.

**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).

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	Geoff Wild Head of Legal Services and Monitoring Officer 01903 221011 <a href="mailto:geoff.wild@adur-worthing.gov.uk">geoff.wild@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.