



ADUR & WORTHING C O U N C I L S

5 July 2023

Joint Audit and Governance Committee	
Date:	13 July 2023
Time:	6.30 pm
Venue:	QEll Room, Shoreham-Centre, Shoreham-by-Sea

Committee Membership:

Adur District Council: Councillors; Andy McGregor (Adur Chair), Kevin Boram (Adur Vice-Chair), Catherine Arnold, Tony Bellasis, Ann Bridges, Jim Funnell, Julian Shinn and Debs Stainforth

Worthing Borough Council: Councillors; Dan Hermitage (Worthing Chairman), Mike Barrett (Worthing Vice-Chairman), Ödül Bozkurt, Ibsha Choudhury, Nigel Morgan, Hazel Thorpe, John Turley and Steve Waight

Agenda

Part A

1. 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.

2. Substitute Members

Any substitute members should declare their substitution.

3. Minutes

To approve the minutes of the Joint Audit and Governance Committee meeting held on 30 May 2023, copies of which have been previously circulated.

4. Public Question Time

So as to provide the best opportunity for the Committee to provide the public with the fullest answer, questions from the public should be submitted by **12.00 noon on 10 July 2023**

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. Members Questions

Councillors who are not members of this committee can ask questions under CPR 12. Questions should be relevant to the committee where the question is being asked and also relevant to an item on the agenda. Please contact Democratic Services for more information

Members' question time is 30 minutes and questions should be submitted no later than **12.00 noon on 10 July 2023**.

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

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

6. Items Raised under Urgency Provisions

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

7. Audit Results Report (Pages 5 - 104)

To consider a report by the external auditors from Ernst and Young, a copy is attached as item 7

8. Enquiries to those charged with Governance (Pages 105 - 116)

To consider a report by the Director for Digital and Sustainability, a copy is attached as item 8

9. Risks & Opportunities Update Report (Pages 117 - 138)

To consider a report by the Director for Digital and Sustainability, a copy is attached as item 9

10. Capita Data Breach (Pages 139 - 150)

To consider a report by the Director for Digital and Sustainability, a copy is attached as item 10

11. Amendments to the Constitution (Pages 151 - 160)

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

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 on the Council's website. This meeting will remain 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:
Simon Filler Democratic Services 01903 221439 simon.filler@adur-worthing.gov.uk	Joanne Lee Head of Legal Services and Monitoring Officer 01903 221134 joanne.lee@adur-worthing.gov.uk

The agenda and reports are available on the Councils website, please visit www.adur-worthing.gov.uk

Duration of the Meeting: Three 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.