



ADUR & WORTHING
C O U N C I L S

19 May 2020

Joint Governance Committee

Date:	28 May 2020
Time:	6.30 pm
Venue:	Remote Meeting

Committee Membership:

Adur District Council: Councillors; Kevin Boram (Adur Chairman), David Balfe, Paul Mansfield, Andy McGregor (Adur Vice-Chairman), Barry Mear, Ann Bridges, Brian Coomber and Debs Stainforth

Worthing Borough Council: Councillors; Lionel Harman (Worthing Chairman), Louise Murphy (Worthing Vice-Chairman), Tim Wills, Mike Barrett, Steve Waight, Steve Wills, Rebecca Cooper and Bob Smytherman

(The Committee membership will be confirmed at the Adur and Worthing Annual Council meetings on the 21st and 26th May respectively.)

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 28 January 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 22 May 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. Internal Audit Progress Report (Pages 1 - 64)

To consider a report from the Acting Head of Internal Audit, copies attached as item 6.

7. Revised 2020/21 Internal Audit Plan (Pages 65 - 70)

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

8. Annual Governance Statements 2019/20 (Pages 71 - 122)

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

9. Audit enquiries to those charged with Governance (Pages 123 - 132)

To consider a report by the Director for Digital & Resources, copy attached as item 9.

10. Risks and Opportunities Update Report (Pages 133 - 160)

To consider a report by the Director for Digital & Resources, copy attached as item 10.

11. Local Government Ombudsman Monitoring Report (Pages 161 - 180)

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

12. Update of the CCTV Policy (Pages 181 - 202)

To consider a report by the Director for Digital & Resources, copy attached as item 12.

13. 2019/20 Review of Petitions Scheme (Pages 203 - 208)

To consider a report by the Monitoring Officer, copy attached as item 13.

14. Exclusion of the Press and Public

In the opinion of the Proper Officer the press and public should be excluded from the meeting for consideration of item 15. Therefore the meeting is asked to consider passing the following resolution:

'that under Section 100A(4) of the Local Government Act 1972, the public and press be excluded from the meeting from the following items of business on the grounds that they involve the likely disclosure of exempt information as defined in the paragraph of Part 1 of Schedule 12A to the Act indicated against the item'

Part B Exempt Reports - Not for Publication

15. Annual Review of Complaints about Member Conduct - 2019/20 (Pages 209 - 218)

To consider an exempt report by the Monitoring Officer, copy attached as item 15.

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	Susan Sale Solicitor to the Councils 01903 221119 susan.sale@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.