
GOVERNANCE COMMITTEE
MINUTES OF THE MEETING HELD ON MONDAY, 15 SEPTEMBER 2014

Present:

Councillors Daunt (Except for Minutes 11-12), Inglis, Keogh, Noon and O'Neill

Independent Members

Mr David Blake and Mr Geoff Wilkinson

Apologies

Councillor Derek Burke and Councillor Caran Chamberlain

COUNCILLOR KEOGH IN THE CHAIR

11. **DISCLOSURE OF PERSONAL AND PECUNIARY INTERESTS**

Mr Wilkinson declared a personal interest as a Southampton Member for Access in regard to Southampton City Council Complaints 2013/14.

12. **MINUTES OF PREVIOUS MEETING (INCLUDING MATTERS ARISING)**

RESOLVED: that the minutes for the Committee meeting on 14 July 2014 be approved and signed as a correct record.

13. **SOUTHAMPTON CITY COUNCIL COMPLAINTS 2013/14**

The Committee received and noted the report of the Head of Legal and Democratic Services regarding Complaints received and processed from July 2013 to March 2014.

The Committee expressed reluctance regarding the method of identifying complaints and collecting information and further expressed the desire to be confident of the process in future, although acknowledged that policy had been followed.

14. **LOCALISM ACT 2011 - PROPOSAL FOR A PAN-HAMPSHIRE MEMBERS' CODE OF CONDUCT**

The Committee considered the report of the Head of Legal and Democratic Services seeking approval for a pan-Hampshire Members' Code of Conduct.

RESOLVED that a recommendation be made to Council that in the interests of achieving a consistent approach to Member Conduct across the HIOWLA authorities, the Members' Code of Conduct be amended to include provision regarding gifts and hospitality as set out in the report.

15. **ANNUAL GOVERNANCE STATEMENT 2013-14**

The Committee considered the report of the Chief Financial Officer seeking to review the Annual Governance Statement 2013-14 and to note the status of the 2012-13 Action Plan.

RESOLVED that the Draft Annual Governance Statement 2013-14 be approved and that the status of the 2012-13 Action Plan be noted.

16. **FINANCIAL STATEMENTS FOR 2013/14**

The Committee considered the report of the Chief Financial Officer seeking approval for the financial statements for 2013/14.

RESOLVED that

- (i) the Statement of Accounts 2013-14 be signed subject to any changes required after the completion of the Audit; and
- (ii) any changes required to the draft accounts following completion of the annual audit be approved.

17. **INTERNAL AUDIT PROGRESS REPORT - AUGUST 2014**

The Committee received and noted the report of the Chief Internal Auditor regarding internal audit progress to the period August 2014.

It was noted that Members requested an email be sent listing “High” priority actions detailed within the report which were recorded as overdue.

18. **EXTERNAL AUDIT: ANNUAL RESULTS REPORT**

The Committee received and noted the report of the Chief Financial Officer regarding the external auditor’s ‘Audit Results Report’.