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**GOVERNANCE COMMITTEE**  
**MINUTES OF THE MEETING HELD ON 19 APRIL 2021**

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**Present:** Councillors Keogh (Chair), Kataria (Vice-Chair), G Galton, Harwood, Professor Margetts, White and Windle

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

Councillor White declared a personal interest in Minute 41, as a School Governor, but continued to take part in the discussion.

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

**RESOLVED:** that the minutes for the Committee meeting on 15 February 2021 be approved and signed as a correct record.

40. **HR QUARTERLY STATISTICS REPORT**

The Committee received and noted the report of the Service Director, Human Resources and Organisational Development detailing workforce data and quarterly statistics relating to employment data.

The Committee particularly noted the downward trend of sickness levels which currently showed an average of 7.82 days per employee.

41. **INTERNAL AUDIT PROGRESS REPORT**

The Committee received and noted the report of the Chief Internal Auditor detailing the internal audit progress for 2020-2021.

The Committee noted that a number of unitary authorities had reduced areas of support and that Southampton City Council no longer had a team to support schools. Some mitigating measures had been put into place in this regard and information was being cascaded to relevant staff to take action.

42. **INTERNAL AUDIT ANNUAL AUDIT PLAN**

The Committee considered the report of the Chief Internal Auditor detailing the internal annual audit plan for 2021-2022.

The Committee noted that the plan had been, and would continue to be, a fluid plan due to the pandemic. It was agreed that the Chief Internal Auditor would have a discussion with the Director regarding whether or not childhood hunger/obesity could be included in the Plan for this year or next year.

**RESOLVED:** that the provisional annual audit plan for 2021-2022 be approved.

43. **ANTI-FRAUD, BRIBERY AND CORRUPTION, ANTI-MONEY LAUNDERING AND WHISTLEBLOWING (DUTY TO ACT) POLICY REVIEWS**

The Committee considered the report of the Chief Internal Auditor seeking approval of revised policy reviews.

**RESOLVED:** that the Anti-Fraud, Bribery and Corruption, Anti-Money Laundering and Whistleblowing (Duty to Act) Policy Reviews be approved.