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A meeting of the **Corporate Governance & Audit Committee** will be held in Committee Room 2 - East Pallant House on **Thursday 23 January 2020 at 9.30 am**

MEMBERS: Dr K O'Kelly (Chairman), Mr T Johnson (Vice-Chairman), Miss H Barrie, Mr J Brown, Mr A Dignum, Mr F Hobbs, Mr D Palmer and Mr P Wilding

AGENDA

- 1 **Chairman's Announcements**
Any apologies for absence that have been received will be noted at this point.
- 2 **Approval of Minutes**
The committee is requested to approve the minutes of its ordinary meeting on 24 October 2020 (*copy to follow*).
- 3 **Urgent items**
The chairman will announce any urgent items that due to special circumstances are to be dealt with under the Late Items agenda item.
- 4 **Declarations of Interest**
These are to be made by members of the Corporate Governance and Audit Committee or other Chichester District Council members present in respect of matters on the agenda for this meeting.
- 5 **Public Question Time**
The procedure for submitting public questions in writing by no later than noon 2 working days before the meeting is available [here](#) or from the Democratic Services Officer (whose contact details appear on the front page of this agenda).
- 6 **Draft Treasury Management, Investment and Capital Strategies 2020-21**
(Pages 1 - 59)
 - 1.1. That the Committee considers the Treasury Management Policy Statement, the Treasury Management Strategy Statement, the Investment Strategy and relevant Indicators for 2020-21.
 - 1.2. That the Committee considers the Council's Capital Strategy for 2020-21 - 2024-25.
 - 1.3. That the documents in 2.1 and 2.2 are recommended to Cabinet and Council for approval
- 7 **Internal Audit - Audit Plan Progress** (Pages 61 - 83)
The committee is requested to consider and note the audit plan progress report.

- 8 **Corporate Debt Recovery Policy** (Pages 85 - 117)
- 1.1. That the Committee considers the new Corporate Debt Recovery Policy and recommends it to Cabinet for approval.
- 1.2. That the Committee notes the Council's response to the recommendations from the Money Advice Service.
- 9 **Motions Procedure** (Pages 119 - 125)
- 1.1. That the Constitution be amended to replace the current Motions guidance with the revised Motions Procedure as set out in the Appendix to this report.
- 1.2. That the time permitted at Full Council for "Questions to the Executive" be reduced from 45 to 30 minutes.
- 10 **Budget Review Task and Finish Group Feedback**
- A member of the Task and Finish Group and Mrs Belenger will provide an oral report on the outcomes from this review.
- 11 **Exclusion of the Press and Public**
- There are no restricted items for consideration.
- 12 **Late items**
- The committee will consider any late items as follows:
- a) Items added to the agenda papers and made available for public inspection
 - b) Items that the chairman has agreed should be taken as a matter of urgency by reason of special circumstances to be reported at the meeting

NOTES

1. The press and public may be excluded from the meeting during any item of business where it is likely that there would be disclosure of "exempt information" as defined in section 100A of and Schedule 12A to the Local Government Act 1972.
2. Restrictions have been introduced on the distribution of paper copies of supplementary information circulated separately from the agenda as follows:
 - a) Members of the Corporate Governance & Audit Committee, the Cabinet and Senior Officers receive paper copies of the supplements (including appendices).
 - b) The press and public may view this information on the council's website here [here](#) unless they contain exempt information.
3. The open proceedings of this meeting will be audio recorded and the recording will be retained in accordance with the council's information and data policies. If a member of the public enters the committee room or makes a representation to the meeting, they will be deemed to have consented to being audio recorded. If members of the public have any queries regarding the audio recording of this meeting, please liaise with the contact for this meeting at the front of this agenda.
4. Subject to the provisions allowing the exclusion of the press and public, the photographing, filming or recording of this meeting from the public seating area is permitted. To assist with the management of the meeting, anyone wishing to do this is asked to inform the chairman of the meeting of their intention before the meeting starts. The use of mobile devices for access to social media is permitted, but these should be switched to silent for the duration of the meeting. Those undertaking such activities must do so discreetly and not disrupt the meeting, for example by oral commentary, excessive noise, distracting movement or flash photography. Filming of children, vulnerable adults or members of the audience who object

should be avoided.