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A meeting of the **Corporate Governance & Audit Committee** will be held Virtually on **Monday 14 March 2022 at 2.00 pm**

MEMBERS: Mr F Hobbs (Chairman), Dr K O'Kelly (Vice-Chairman), Miss H Barrie, Mr J Brown, Mr A Dignum, Mr T Johnson, 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** (Pages 1 - 7)  
The committee is requested to approve the minutes of its ordinary meeting on 10 January 2022.
- 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 **Progress Report - Audit Plan 2021/22 and Audit Plan for 2022/23** (Pages 9 - 35)  
The Committee is requested to note performance against the audit plan for 2021/22
- 7 **Governance Arrangements** (Pages 37 - 41)  
That the Corporate Governance Committee:
  1. Recommend to full Council changes to the Constitution on questions to the Executive.
  2. Recommend to Cabinet terms of reference for the new Housing and Communities Panel.
  3. Recommend to full Council a politically balanced method of allocation of membership to all Panels and the membership requirements for all Panels including the new Housing and Communities Panel.
  4. Recommend to full Council that Panels continue to be held as internal meetings rather than in public, but that the Constitution be amended to

establish that Chairmen can agree to hold meetings publicly in consultation with the Monitoring Officer.

8 **Corporate Governance and Audit Committee Work Programme 2022-2023**

(Pages 43 - 45)

The is requested to consider and approve its work programme for 2022-23

9 **Exclusion of the Press and Public**

There are no restricted items for consideration.

10 **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](#) 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.