

**JOHN WARD**  
Director of Corporate Services

Contact: Democratic Services  
Email: [democraticservices@chichester.gov.uk](mailto:democraticservices@chichester.gov.uk)

East Pallant House  
1 East Pallant  
Chichester  
West Sussex  
PO19 1TY  
Tel: 01243 785166  
[www.chichester.gov.uk](http://www.chichester.gov.uk)



A meeting of the **Corporate Governance & Audit Committee** will be held in Committee Rooms, East Pallant House on **Monday 6 June 2022 at 2.30 pm**

MEMBERS: Mr F Hobbs (Chairman), Mr J Brown (Vice-Chairman), Miss H Barrie, Mr A Dignum, Mr T Johnson, Dr K O'Kelly, 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 - 5)  
The Committee is requested to approve the minutes of its ordinary meeting on 14 March 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 11.
- 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 **Ernst & Young Audit Results Report** (Pages 7 - 53)  
The Committee is asked to consider and note the Audit results report for the year ending 31 March 2021.
- 7 **Statement of Accounts for 2020-21** (Pages 55 - 142)  
The Committee is asked to consider the report and make the proposed recommendation.

### **Recommendation;**

**That the Committee consider and approve the audited Statement of Accounts shown in Appendix 1 for the financial year ended 31 March 2021, note the outturn position, and authorise the Letter of Representation to be given to the Council's External Auditor.**

- 8 **Accounting Policies for 2021-22** (Pages 143 - 144)

The Committee are asked to consider the policy report and make the following recommendation.

**Recommendation;**

**The committee is requested to consider this report and approve the continued application of existing accounting policies in the preparation of the Council's 2021-22 financial statements.**

9 **Annual Governance Statement and Corporate Governance Report 2020-21**  
(Pages 145 - 173)

The Committee is asked to consider the report and make the proposed recommendation.

**Recommendation;**

**The Committee is requested to:**

**Consider the draft Annual Report on Corporate Governance at appendix 1, the Annual Governance Statement 2020-2021 (appendix 2), and Internal Audit and Corporate Investigations Annual Report 2020-2021 (appendix 3), and to recommend these to the Council for approval.**

10 **Exclusion of the Press and Public**

The Committee is asked to consider in respect of the following item(s) whether the public, including the press, should be excluded from the meeting on the grounds of exemption under Parts I to 7 of Schedule 12A of the Local Government Act 1972, as indicated against the item and because, in all the circumstances of the case, the public interest in maintaining the exemption of that information outweighs the public interest in disclosing the information. **The reports dealt with under this part of the agenda are attached for members of the Corporate Governance & Audit Committee and senior officers only (salmon paper).**

Or

There are no restricted items for consideration.

11 **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.