



RUSHMOOR BOROUGH COUNCIL

LICENSING, AUDIT AND GENERAL PURPOSES COMMITTEE

*to be held as a Virtual Meeting on
Thursday, 28th May, 2020 at 6.30 pm*

To:

Cllr S.J. Masterson (Chairman)
Cllr Mara Makunura (Vice-Chairman)

Cllr Sophia Choudhary
Cllr A.K. Chowdhury
Cllr A.H. Crawford
Cllr Veronica Graham-Green
Cllr Christine Guinness
Cllr A.J. Halstead
Cllr L. Jeffers
Cllr Prabesh KC
Cllr Jacqui Vosper

STANDING DEPUTIES

Cllr Sue Carter
Cllr C.P. Grattan
Cllr T.W. Mitchell

Enquiries regarding this agenda should be referred to the Committee Administrator,
Marion Young, Democratic and Customer Services, Tel. (01252 398827) or email
marion.young@rushmoor.gov.uk.

A G E N D A

1. **MINUTES – (Pages 1 - 4)**

To confirm the Minutes of the Meeting held on 23rd March, 2020 (copy attached).

2. **STATEMENT OF ACCOUNTS 2018/19 - UPDATE – (Pages 5 - 8)**

To consider the Executive Head of Finance's Report No. FIN2016 (copy attached) on audit progress for the Council's Statement of Accounts 2018/19 since the last Committee meeting on 23rd March, 2020.

3. **INTERNAL AUDIT - AUDIT UPDATE – (Pages 9 - 16)**

To consider the Audit Manager's Report No. AUD 20/04 (copy attached), which describes the work carried out by Internal Audit for quarter 4 and the changes required to deliverables due to the current Covid-19 situation.

4. **INTERNAL AUDIT - AUDIT OPINION – (Pages 17 - 32)**

To consider the Audit Manager's Report No. AUD 20/05 (copy attached), which sets out the Internal Audit coverage, findings and performance for 2019/20 and presents the Audit Manager's overall assurance opinion on the adequacy and effectiveness of the Council's framework of governance, risk management and control environment. The Report also covers the self-assessment carried out against the Public Sector Internal Audit Standards (PSIAS) and the progress on the Quality and Assurance Improvement Plan (QAIP) for the year.

5. **APPOINTMENTS 2020/21 – (Pages 33 - 42)**

(1) **Outside Bodies –**

To consider the appointment of representatives to outside bodies. A list of those bodies on which the Council is represented, which includes details of proposed nominations for 2020/21, is attached.

(2) **Appointments and Appeals Panels –**

To confirm that the Head of Democracy, Strategy and Partnerships is authorised to make appointments to Appointments and Appeals Panels in accordance with the membership criteria set out in the Officer Employment Procedure Rules in the Constitution.

(3) **Licensing Sub-Committee –**

To confirm the Members of the Licensing Sub-Committee for the 2020/21 Municipal Year on the basis of five Members (Proposed: 3 Con: 2 representatives of other groups).

(4) Licensing Sub-Committee (Alcohol and Entertainments) –

To confirm that the Head of Democracy, Strategy and Partnerships is authorised to make appointments from the membership of the Licensing, Audit and General Purposes Committee in accordance with the procedure agreed by the Committee at its meeting on 21st May, 2009 and detailed in the Licensing Sub-Committee (Alcohol and Entertainments) Hearings Protocol and Procedure.

(5) Constitution Working Group –

To appoint a cross-party Constitution Working Group for 2020/21 with terms of reference to include arrangements for virtual working, approach to training, and embedding of provisions. The appointments to be made on the basis of six Members including two Cabinet Members, the Chairman of the Licensing, Audit and General Purposes Committee, and representatives of other groups.

PUBLIC PARTICIPATION AT MEETINGS

Members of the public may ask to speak at the meeting on any of the items on the agenda by writing to the Committee Administrator at the Council Offices, Farnborough by 5.00 pm three working days prior to the meeting.
