

**Minutes of the Meeting of the AUDIT, CRIME & DISORDER AND SCRUTINY  
COMMITTEE held on 15 June 2021**

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**PRESENT -**

Councillor Steve Bridger (Chair); Councillor Nigel Collin (Vice-Chair); Councillors Arthur Abdulin, Liz Frost, David Gulland, Previn Jagutpal, Debbie Monksfield, Phil Neale and Alan Sursham

In Attendance: Neil Pitman (Head of Southern Internal Audit Partnership) (Southern Internal Audit Partnership (Internal Auditor)) and Natalie Jerams (Assistant Head of Partnership) (Southern Internal Audit Partnership (Internal Auditor))

Absent: Councillor Rob Geleit and Councillor Chris Webb

Officers present: Gillian McTaggart (Head of Policy, Performance & Governance), Rod Brown (Head of Housing and Community), Amardip Healy (Chief Legal Officer) and Sarah Keeble (Democratic Services Officer)

**1 QUESTION TIME**

No questions were asked or had been submitted by members of the public.

**2 DECLARATIONS OF INTEREST**

No declarations of interest were made in relation to Items on the Agenda.

**3 MINUTES OF THE PREVIOUS MEETING**

The Minutes of the previous meeting of the Audit, Crime & Disorder and Scrutiny Committee held on 8 April were agreed as a true record and signed by the Chair.

**4 INTERNAL AUDIT PROGRESS REPORT 2020/21**

The Committee received a report summarising final progress made against the Internal Audit Plan 2020/21.

The Committee received a verbal introduction from a representative of the Council's Internal Auditor S.I.A.P.

The following matter was raised by the Committee:

- a) **Work plan:** Following a question from a Member, the Officer noted that the new operating model and any new targets would be factored into the 2021/2022 Work Plan.

Following consideration, the Committee resolved unanimously to:

- (1) **Receive the final internal audit progress report from Southern Internal Audit Partnership for 2020/21 attached at Appendix 1.**

## 5 ANNUAL INTERNAL AUDIT REPORT AND OPINION 2020/21

The Committee received a report presenting the Committee with the Annual Internal Audit Report and Opinion 2020/21.

The Committee received a verbal introduction from a representative of the Council's Internal Auditor S.I.A.P.

The following matter was raised by the Committee:

- a) **Disabled Facility Grant:** The Officer noted the importance of the Disabled Facility Grant, which allows for (through an Occupational Therapist's recommendation) adaptations to properties, which in turn enables residents to remain living in their communities near trusted neighbours.

Following consideration, the Committee resolved unanimously to:

- (1) **Receive the Annual Internal Audit Report and Opinion 2020/21 attached at Appendix 1**

## 6 ANNUAL REPORT ON THE USE OF DELEGATED POWERS

The Committee received a report setting out significant decisions taken by Officers in consultation with Committee Chairs for the period 22 May 2019 to 28 May 2021; in accordance with the Council's Scheme of Delegation to Officers.

Following consideration, the Committee resolved unanimously to:

- (1) **Agree to note the significant decisions taken by Officers in consultation with relevant Chairman/Chair recorded using the delegated authority process from 22 May 2019 to 31 December 2019 and 1 August 2020 to 28 May 2021.**

## 7 ANNUAL REPORT ON THE USE OF RIPA POWERS

The Committee received a report on the Council's activities relating to surveillance under the Regulation of Investigatory Powers Act 2000 for 2020.

The following matter was raised by the Committee:

- a) **RIPA-trained staff:** Members noted that there is currently no member of staff accredited in RIPA. The Officer explained that historically, RIPA has

not been used frequently, and that there is no need at present to employ an expert in this field.

Following consideration, it was resolved unanimously that the Committee:

- (1) **Agreed to note the annual report of the Council's use of its RIPA powers for 2020;**
- (2) **Agreed to note the findings of the inspection by the Investigatory Powers Commissioner's Office.**

## 8 ANNUAL GOVERNANCE STATEMENT 2020/21

The Committee received a report seeking its approval of the draft Annual Governance Statement 2020/21.

The Committee received a verbal introduction from the Head of Policy, Performance and Governance.

The following matter was raised by the Committee:

- a) **Figures:** Following a question from a Member, the Officer confirmed that the section of the report detailing Stakeholder Engagement & Partnership Working now had some updated figures which were not available at the time of publishing. The Officer agreed to circulate the details of these figures to Members.

Following consideration, the Committee resolved unanimously to:

- (1) **Approve the 2020/21 Annual Governance Statement as set out at Appendix 1, prior to it being signed by the Chief Executive and the Chairman of the Strategy & Resources Committee.**
- (2) **Give delegated authority to the Chief Finance Officer to make any required amendments to the Annual Governance Statement prior to its submission with the Statement of Accounts.**

## 9 FOUR YEAR PLAN: YEAR END PERFORMANCE REPORT 2020/21

The Committee received a report presenting the end of year position for the Key Priority Targets 2020/21.

The Committee received a verbal introduction from the Head of Policy, Performance and Governance.

Following consideration, it was resolved unanimously that the Committee:

- (1) **Agreed to note the achievement of the individual Key Priority Targets 2020/21 as at year-end set out at Appendix 1.**

- (2) **Considered the update on those targets not achieved set out at Appendix 2 and action to be taken in 21/22.**

**10 ANNUAL REPORT 2020/21**

The Committee received a report presenting the Annual Report of the Audit, Crime & Disorder and Scrutiny Committee for 2020/21.

The Committee received a verbal introduction from the Head of Policy, Performance and Governance.

Following consideration, it was resolved unanimously that the Committee:

- (1) **Approved the Annual Report 2020/21 attached at Appendix 1 and to present the Annual Report to the next meeting of Council.**

**11 WORK PROGRAMME 2021/22**

The Committee received a report presenting the Committee with the work programme for 2021/22.

The Committee received a verbal introduction from the Head of Policy, Performance and Governance.

The following matter was raised by the Committee:

- a) **External Works:** Following a question from a Member, the Officer confirmed that some external works had been commissioned by the Director. The Officer agreed to return to the Chair of the Committee detailing the proposed works.

Following consideration, it was resolved unanimously that the Committee:

- (1) **Agreed to note and agree the on-going work programme 2021/22 attached at Appendix 1.**

*The meeting began at 7.30 pm and ended at 8.15 pm*

COUNCILLOR STEVE BRIDGER (CHAIR)