

## **Audit, Governance and Standards Committee**

MINUTES of the OPEN section of the Audit, Governance and Standards Committee held on Wednesday 14 September 2016 at 7.00 pm at Ground Floor Meeting Room G01A - 160 Tooley Street, London SE1 2QH

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**PRESENT:** Councillor Paul Fleming (Chair)  
Councillor Catherine Dale  
Councillor Nick Dolezal  
Councillor Renata Hamvas  
Councillor Andy Simmons

**OFFICER** Jennifer Seeley, Director of Finance  
**SUPPORT:** Jo Anson, Head of Financial and Information Governance  
Norman Coombe, Head of Corporate Team, Legal  
Louise Neilan, Media Manager  
Nina Dohel, Director of Education  
Bruce Glockling, Head of Regeneration, Capital Works and Development  
Claire Stanhope, Learning and Development Manager  
Lee Wilson, Programme Manager  
Fay Hammond, Departmental Finance Manager  
Rob Woollat, Interim Chief Accountant  
Victoria Foreman, Constitutional Officer  
Nick Taylor, Senior Audit Manager, Grant Thornton  
Stacy Lang, Executive, Grant Thornton

### **1. APOLOGIES FOR ABSENCE**

There were no apologies for absence.

### **2. CONFIRMATION OF VOTING MEMBERS**

Those members listed as present were confirmed as voting members for the meeting.

### **3. NOTIFICATION OF ANY ITEMS OF BUSINESS WHICH THE CHAIR DEEMS URGENT**

The chair gave notice of additional information relating to item 6 which was circulated at the meeting.

The chair also notified the committee of a variation to the order of business. Item 7 would be considered first, followed by items 6 and 8, and then item 12.

### **4. DISCLOSURE OF INTERESTS AND DISPENSATIONS**

Councillor Paul Fleming declared a personal non-pecuniary interest in agenda item 6 – Governance topic: School building programme, as he was a governor at Robert Browning Primary School, which had been expanded by the council as part of the school building programme. Councillor Fleming was not required to withdraw from the meeting during consideration thereof.

### **5. MINUTES**

#### **RESOLVED:**

That the minutes of the open section of the meeting held on 14 July 2016 be agreed as a correct record and signed by the chair.

### **6. GOVERNANCE TOPIC: SCHOOL BUILDING PROGRAMME**

The committee heard from Nina Dohel, Director of Education and Bruce Glockling, Head of Regeneration; members asked questions of the officers.

#### **RESOLVED:**

1. That the progress and future plans of the council's school building programme 2016-17 be noted.
2. That figures relating to the balance of costs vs. savings incurred due to delays in some schemes that were part of the council's school building programme be sent to the committee.
3. That figures showing the proportion of Education Funding Agency (EFA) funding compared to that of the council, in relation to the school building programme, be sent to the committee.
4. That cost figures for the two contractors (Galliford Try and Morgan Sindall), and details of comparative costs with other school building programmes elsewhere in inner London, be sent to the committee.

**7. GOVERNANCE TOPIC: COMMUNICATIONS AND PROMOTION OF FINANCIAL MATTERS**

The committee heard from Louise Neilan, Media Manager; members asked questions of the officer.

**RESOLVED:**

That the council's approach to communications and the promotion of financial matters be noted.

**8. REPORT ON RETROSPECTIVE CONTRACT-RELATED DECISION**

Officers introduced the report. Members had questions of officers.

**RESOLVED:**

1. That the retrospective contract decision detailed in the report be noted.
2. That the actions taken by the strategic director of children's and adult's services and the director of regeneration to ensure that the risk of future retrospective contract decisions is minimised for the future, as set out in paragraph 10 of the report, be noted.
3. That an update on succession planning be given at a future meeting of the committee.
4. That the internal audit team examine risks around redundancy and succession planning, review the governance arrangements put in place by the Capital Programme Board to ensure contract decisions are undertaken correctly, and explore closer working between different departments and the council's procurement team.
5. That the terms of reference of the Capital Programme Board, and an explanatory note relating to the identification and rectification of contract issues, be shared with other departments.

**9. ANNUAL GOVERNANCE STATEMENT 2015-16**

Officers introduced the report.

**RESOLVED:**

That the annual governance statement 2015-16 be approved.

**10. AUDIT FINDINGS REPORT 2015-16 AND PENSION FUND AUDIT FINDINGS REPORT 2015-16**

Officers introduced the report. Members had questions of officers.

**RESOLVED:**

- 1) That the matters raised in the audit findings report for 2015/16 be noted.
- 2) That the adjustments to the accounts be noted.
- 3) That the letter of representation be approved.
- 4) That the matters raised in the pension fund audit findings report for 2015/16 be noted.
- 5) That the action plan to address audit findings be noted.
- 6) That the pension fund letter of representation be approved.
- 7) That an update on the action plan relating to scanned contracts of employment (as set out in Appendix A to the report) be given at the next meeting of the committee, to be held on 16 November 2016.

**11. STATEMENT OF ACCOUNTS 2015-16**

Officers introduced the report and notified members that minor amendments would be made to the accounts following approval by the committee and prior to sign off by the chair. Members had questions of officers.

The committee asked that their thanks to officers for an excellent audit result and completion of the work on the Statement of Accounts 2015-16 be recorded.

**RESOLVED:**

1. That the statement of accounts for 2015-16 be approved.
2. That the accounts approved by the committee be signed and dated by the chair.
3. That the chair be authorised to approve any further significant changes to the statement of accounts should changes be required.

**12. MEMBER TRAINING SUMMARY 2015-16**

Officers introduced the report. Members had questions of officers.

**RESOLVED:**

1. That the report be noted.
2. That a link to the council's e-learning website 'My Learning Source', along with instructions for use, be sent to all members.

**13. GRANT THORNTON AUDIT, GOVERNANCE AND STANDARDS COMMITTEE UPDATE**

Grant Thornton introduced the report. Members had questions of Grant Thornton.

**RESOLVED:**

That Grant Thornton's audit, governance and standards committee update be noted.

The meeting ended at 9.00 pm.

**CHAIR:**

**DATED:**