



**GOSPORT**  
Borough Council

*Please ask for:*

**Lisa Young**

*Direct dial:*

**(023) 9254 5340**

*Fax:*

**(023) 9254 5587**

*E-mail:*

**[lisa.young@gosport.gov.uk](mailto:lisa.young@gosport.gov.uk)**

**9 March 2022**

## **S U M M O N S**

**MEETING:** Policy and Organisation Board  
**DATE:** 17 March 2022  
**TIME:** 6.00 pm  
**PLACE:** Council Chamber  
**Democratic Services contact:** Lisa Young

PAUL GRANT  
BOROUGH SOLICITOR AND MONITORING OFFICER

---

### **MEMBERS OF THE BOARD**

The Mayor, Councillor Hook (ex-Officio)  
Chairman of the Policy and Organisation Board,

Councillor Burgess (Chairman)  
Councillor Raffaelli

Councillor Ms Ballard	Councillor Hylands
Councillor Bradley	Councillor Jessop
Councillor Casey	Councillor Pepper
Councillor Chegwyn	Councillor Philpott
Councillor Mrs Hook	Councillor Raffaellipott
Councillor Mrs Huggins	

## **FIRE PRECAUTIONS**

(To be read by the Chairman if members of the public are present)

**In the event of the fire alarm sounding, please leave the room immediately. Proceed downstairs by way of the main stairs or as directed by GBC staff, follow any of the emergency exit signs. People with disability or mobility issues please identify yourself to GBC staff who will assist in your evacuation of the building.**

### **IMPORTANT NOTICE:**

- If you are in a wheelchair or have difficulty in walking and require access to the Committee Room on the First Floor of the Town Hall for this meeting, assistance can be provided by Town Hall staff on request.

If you require any of the services detailed above please ring the Direct Line for the Democratic Services Officer listed on the Summons (first page).

### **NOTE:**

- i. Councillors are requested to note that, if any Councillor who is not a Member of the Board wishes to speak at the Board meeting, then the Borough Solicitor is required to receive not less than 24 hours prior notice in writing or electronically and such notice shall indicate the agenda item or items on which the member wishes to speak.
- ii. Please note that mobile phones should be switched off or switched to silent for the duration of the meeting.
- iii. This meeting may be filmed or otherwise recorded. By attending this meeting, you are consenting to any broadcast of your image and being recorded.

## **AGENDA**

1. **Apologies for non-attendance**
2. **Declarations of interest**
3. **Minutes of the meeting of the board held on 27 January 2022**  
(Pages 7 - 8)
4. **Deputations - Standing Order 3.4**

*(NOTE: The Board is required to receive a deputation(s) on a matter which is before the meeting of the Board provided that notice of the intended deputation and its object shall have been received by the Borough Solicitor by 12 noon on Tuesday, 15 March 2022. The total time for deputations in favour and against a proposal shall not exceed 10 minutes).*

5. **Public Questions - Standing order 3.5**

*(NOTE: The Board is required to allow a total of 15 minutes for questions from Members of the public on matters within the terms of reference of the Board provided that notice of such Question(s) shall have been submitted to the Borough Solicitor by 12 noon on Tuesday, 15 March 2022).*

6. **Citizens Advice Gosport**
7. **AMENDMENTS TO CODE OF CONDUCT FOR MEMBERS AND ARRANGEMENTS FOR DEALING WITH ALLEGATIONS OF BREACHES OF THE CODE OF CONDUCT FOR MEMBERS**  
(Pages 9 - 52)

To follow pending consultation result

8. **Procurement Of Specialist Cleaning Service** (Pages 53 - 56)

This report sets out the Council's requirement for a specialist cleaning service to be procured in accordance with the Council's Contract Procedure Rules.

9. **Annual Governance Statement 2020/21** (Pages 57 - 78)

To seek approval from Members in regards to the Annual Governance Statement (AGS) 2020/21

10. **EXTERNAL AUDIT (EY) - AUDIT RESULTS REPORT 2020/21**  
(Pages 79 - 132)

This report summarises the findings to date from the 2020/21 external audit, which is well progressed. It includes the messages arising from our audit of your financial statements and the arrangements you have put in place to secure economy, efficiency and effectiveness in the use of your resources.

Our report includes only matters of governance interest that have come to our attention in performing the audit under the requirements of the National Audit Office's Code of Audit Practice and International Standards of Auditing (ISAs).

This is an important report that is a requirement of ISA 260 and must be presented to you in your role as those charged with governance, before you approve the financial statements.

11. **FINAL ACCOUNTS 2020/21** (Pages 133 - 260)

This report summarises the outturn position for the 2020/21 financial year and recommends the approval of the Statement of Accounts for 2020/21.

12. **TREASURY MANAGEMENT STRATEGY & MRP POLICY 2022/23**  
(Pages 261 - 276)

This report outlines the Council's policy for charging unfinanced capital expenditure to revenue (MRP) together with the expected treasury operations for this period. It fulfils a key legislative requirement.

13. **Any other items**

14. **EXCLUSION OF THE PUBLIC**

The information held within this report contains sensitive financial information which should be treated as exempt as the public interest in maintaining the exemption outweighs the public interest in disclosing the information.

15. **Purchase of Northgate Software for the Benefits and Revenues Service** (Pages 277 - 284)

This report sets out the requirement for the purchase of additional systems software for the Benefits and Revenues sections which will improve and streamline the services provided to residents whilst achieving financial savings and efficiencies.