

# AUDIT AND CORPORATE GOVERNANCE COMMITTEE

---

THURSDAY, 17 NOVEMBER 2022 AT 7.00 PM  
COMMITTEE ROOM 2, CROWDALE CENTRE, 218 EVERSOLT STREET, LONDON,  
NW1 1BD

Enquiries to: Donna Alexander-Morrison, Committee Services  
E-Mail: donna.alexander-morrison@camden.gov.uk  
Telephone: 020 7974 5319 (Text phone prefix 18001)  
Fax No: 020 7974 5921

## MEMBERS

Councillor Sagal Abdi-Wali (Chair) (L)  
Councillor Matt Cooper (Vice-Chair) (L)  
Councillors Camron Aref-Adib (L), Siân Berry (G), Anna Burrage (L),  
Richard Cotton (L), Judy Dixey (LD), Samata Khatoun (L),  
Jenny Mulholland (L) and Gio Spinella (C)

## INDEPENDENT MEMBER

Vacant

## SUBSTITUTE MEMBERS

Councillors Marcus Boyland (L), Julian Fulbrook (L), Eddie Hanson (L),  
Rishi Madlani (L), Shah Miah (L), Andrew Parkinson (C), Tom Simon (LD)  
and Nanouche Umeadi (L)

L = Labour, C = Conservative, LD = Liberal Democrat

Issued on: Wednesday, 9 November 2022

## **CROWDALE CENTRE CORONAVIRUS AND FIRE EVACUATION MEASURES**

Everyone is welcome to observe public meetings in Camden, and all public meetings will be webcast live at [www.camden.gov.uk/webcast](http://www.camden.gov.uk/webcast).

If you are planning to attend a meeting in person, please note the following:-

- If you are feeling unwell, please do not attend.
- Hand sanitiser will be available – please sanitise on arrival and at regular intervals during your visit.

If the fire alarm sounds continuously, or if you are instructed to do so, leave the building quickly and calmly by the nearest available exit. Do not stop to collect personal belongings. Fire exit doors are clearly marked and lead via the staircases to Crowndale Road or Eversholt Street.

Do not use the lifts. If you are a wheelchair user or have a mobility problem which prevents you from using the staircases, please proceed to the lift lobby area where you will be evacuated from the building.

Do not wait immediately outside the building – proceed to Oakley Square and await further instructions.

### **MEETINGS IN CAMDEN**

Agendas for public meetings are available in advance on the Council's website at [www.camden.gov.uk](http://www.camden.gov.uk). If you are interested in a particular item being considered at a meeting and you wish to speak (called making a deputation), please write to the Committee Officer listed on the front of the agenda. The deadline for deputation requests for this meeting is **5pm on Tuesday, 15 November 2022**. If your deputation request is accepted, the option to make your deputation remotely via Microsoft Teams will be available.

The Council is allowed to discuss some items in private, although this does not happen often – any such items will be discussed at the end of the meeting and you will be asked to leave at this point. Any members of the public joining the meeting remotely will also be asked to leave.

Members of the public have a right to film, record or photograph public meetings for reporting purposes. This does not apply to any of the Council's meetings which are private or not open to the public. Laws on public order offences and defamation still apply, and you should exercise your rights with responsibility. Please respect the views of others when reporting from a meeting. You may be asked to stop filming, photographing or recording a meeting if the Chair feels that the activity is disrupting the meeting.

This meeting will be webcast and can be watched live or viewed for twelve months afterwards at [www.camden.gov.uk/webcast](http://www.camden.gov.uk/webcast). If you are attending a meeting but do not wish to appear on the webcast you are advised to sit in the public gallery.

If you have any views or questions about meetings at Camden Council please call Committee Services on 020 7974 1915.

## **WEBCASTING NOTICE**

**This meeting will be broadcast live by the Council via [www.camden.gov.uk/webcast](http://www.camden.gov.uk/webcast). The whole of the meeting will be filmed and recorded, except where there are confidential or exempt items, and the footage will be on the website for at least 12 months. A copy of it will also be retained in accordance with the Council's data retention policy.**

**If you make a representation to the meeting you will be deemed by the Council to have consented to being filmed and to the possible use of those images and sound recordings for webcasting and/or training purposes.**

**The Council is obliged by law to allow members of the public to take photographs, film, audio-record, blog or tweet the proceedings at public meetings. The Council will only seek to prevent this should it be undertaken in a disruptive or otherwise inappropriate manner.**

**We have a privacy notice that explains our use of webcasting data which you can see at [www.camden.gov.uk/webcast](http://www.camden.gov.uk/webcast)**

**If you have any queries regarding webcasting or the recording of meetings by the public, please contact the webcasting co-ordinator on 020 7974 5653.**

# **AUDIT AND CORPORATE GOVERNANCE COMMITTEE**

## **17 NOVEMBER 2022**

**THERE ARE NO PRIVATE REPORTS**

**PLEASE NOTE THAT PART OF THIS MEETING MAY NOT BE OPEN TO THE PUBLIC AND PRESS BECAUSE IT MAY INVOLVE THE CONSIDERATION OF EXEMPT INFORMATION WITHIN THE MEANING OF SCHEDULE 12A TO THE LOCAL GOVERNMENT ACT 1972, OR CONFIDENTIAL WITHIN THE MEANING OF SECTION 100(A)(2) OF THE ACT.**

### **AGENDA**

**Wards**

**1. GUIDANCE ON HYBRID MEETINGS**

To agree the procedures for the operation of hybrid meetings.

(Pages 9 -  
14)

**2. APOLOGIES**

**3. DECLARATIONS BY MEMBERS OF STATUTORY DISCLOSABLE PECUNIARY INTERESTS, COMPULSORY REGISTERABLE NON-PECUNIARY INTERESTS AND VOLUNTARY REGISTERABLE NON-PECUNIARY INTERESTS IN MATTERS ON THIS AGENDA**

**4. ANNOUNCEMENTS (IF ANY)**

**Broadcast of the meeting**

The Chair to announce the following: 'In addition to the rights by law that the public and press have to record this meeting, I would like to remind everyone that this meeting is being broadcast live by the Council to the Internet and can be viewed on our website for twelve months after the meeting. After that time, webcasts are archived and can be made available upon request.'

If you have asked to address the meeting, you are deemed to be consenting to having your contributions recorded and broadcast, including video when switched on, and to the use of those sound recordings and images for webcasting and/or training purposes.'

**Any other announcements**

**5. DEPUTATIONS (IF ANY)**

Requests to speak at the Committee meeting on a matter on its agenda must be made in writing to the clerk named on the front of this agenda by 5pm two working days before the meeting.

**6. NOTIFICATION OF ANY ITEMS OF BUSINESS THAT THE CHAIR DECIDES TO TAKE AS URGENT**

**7. MINUTES**

To approve and sign the minutes of the meeting held on 16<sup>th</sup> June 2022 as a correct record.

(Pages 15 - 22)

**8. ANNUAL GOVERNANCE STATEMENT 2021/22**

**All Wards**

Report of the Executive Director Corporate Services

(Pages 23 - 68)

This report provides the Committee with the Council's Draft Annual Governance Statement for 2021/22.

**9. AMENDMENTS TO THE TERMS OF REFERENCE AND HEARING PROCEDURES OF THE LICENSING PANELS**

**All Wards**

Report of the Borough Solicitor

(Pages 69 - 110)

This report asks Members to consider and recommend the Council to approve changes to the Terms of Reference and Hearing Procedures for Licensing Panels to allow them to determine applications for alcohol licences and sex establishment licences.

**10. PROPOSED CHANGES TO THE TERMS OF REFERENCE OF PLANNING COMMITTEE AND MEMBERSHIP OF THE STRATEGIC PANEL SET OUT IN THE PLANNING PROTOCOL**

**All Wards**

Report of the Director of Economy, Regeneration and Investment and the Borough Solicitor

(Pages 111 - 120)

This report sets out proposed changes to the wording of the Terms of Reference of the Planning Committee. The proposed changes are for clarification. It then summarises proposed changes to the Planning Protocol to amend the membership of the Strategic Panel.

- 11. PRINCIPAL RISK REPORT 2022** **All Wards**
- Report of the Executive Director Corporate Services (Pages 121 - 166)
- This report provides an update on the Council's principal risks since the last update to the Audit and Corporate Governance Committee on 8th December 2021. The report presents the Council's position as at October 2022.
- 12. INTERNAL AUDIT INTERIM REPORT 2022-23** **All Wards**
- Report of the Executive Director Corporate Services (Pages 167 - 196)
- This report provides the Committee with an update regarding the work undertaken by Internal Audit, in respect of delivery of the 2022-23 Internal Audit Plan, from 1st April 2022 to 31st October 2022.
- 13. TREASURY MANAGEMENT REPORT** **All Wards**
- Report of the Executive Director Corporate Services (Pages 197 - 220)
- Audit and Corporate Governance Committee has a key role in the oversight, governance and assurance of the treasury function and this is included in its terms of reference. This report presents compliance with guidance and treasury indicators, provides an update on the economic background, summarises Treasury activities between April 2022 and September 2022 and presents the debt and investment portfolios as at 30 September 2022.
- We Make Camden includes a commitment to "long-term plans to ensure we remain a financially stable authority in a very different financial climate". A robust and effective Treasury Management Strategy is crucial to enabling this ambition. This report provides a perspective on the management of investments of £603m (there is an additional separate sum of €289m relating to the North London Waste Authority) and debt of £330m worth of resources, and an update on external factors that can affect the future financial plans of the Council.
- 14. FINANCIAL REPORTING AND EXTERNAL AUDIT UPDATE** **All Wards**
- Report of the Executive Director Corporate Services (Pages 221 - 228)
- This report updates the Audit and Corporate Governance Committee on the status of financial reporting and external audit of accounts at Camden, in particular
- Recapping on local government audit issues.

- Updating on Camden’s Statement of Accounts and External Audit Report for 2019/20.
- Updating on existing audit work and the Audit Plan for the 2020/21 accounts.
- Plans for addressing the reporting and audit backlog, meeting reporting deadlines within the reporting timetable.
- Updating on the external auditor procurement for 2023/24 onwards.

**15. ANNUAL REWARD AND TERMS AND CONDITIONS UPDATE**

**All Wards**

Report of the Director of People and Inclusion

(Pages 229 - 278)

This report provides an overview of Camden’s Reward Strategy and terms and conditions across the Council. An update is given of:

- the Council’s reward package and changes made during 2021/22
- work done to implement changes to the terms and conditions of Camden staff
- politically restricted positions within the Council

**16. POLLING DISTRICT REVIEW AND UPDATE ON THE ELECTIONS ACT 2022**

**All Wards**

Report of the Borough Solicitor

(Pages 279 - 290)

The report invites the Committee to comment on the proposed changes to some polling places (Polling Stations) in the Borough after feedback from the last local elections, noting that the final decision on polling place is delegated to the Returning Officer Jenny Rowlands. In addition, the report seeks to update members on the main provisions of the Elections Act 2022.

**17. WORK AND TRAINING PLAN AND ACTION TRACKER**

**All Wards**

Report of the Borough Solicitor.

(Pages 291 - 308)

This report summarises plans for the Committee’s work programme and training and provides an action tracker detailing progress on actions arising from the previous meeting.

**18. ANY OTHER BUSINESS THAT THE CHAIR CONSIDERS URGENT**

**AGENDA ENDS**

The date of the next meeting will be Thursday, 23 February 2023 at 6.30 pm in Committee Room 1, Crowndale Centre, 218 Eversholt Street, London, NW1 1BD.