

FOR PUBLICATION

Board of Governance of the Comptroller and Auditor General

MEETING

**held on 9 October 2018 at 10:00 am
at the Jersey Audit Office, de Carteret House, Castle Street,
St Helier, Jersey, JE2 3BT and by video conference**

MINUTES

Present	Peter Price	Chairman
	Russel Griggs	Independent Member (by VC)
	Karen McConnell	Comptroller and Auditor General
In attendance	Grace Nesbitt	Observer
	Stephen Warren	Deputy Comptroller and Auditor General
	Rozena Pedley	Communications and Administration Officer (Item 11 only)

The Chairman welcomed Mrs Nesbitt to the meeting as an observer, explaining that no proposition for her appointment as a member of the Board of Governance had yet been lodged by the Chief Minister and Chairman of the Public Accounts Committee.

18/31 Item 1: Declarations of interest

Members of the Board confirmed that their declarations of interest were up to date.

Mrs Nesbitt confirmed that she had no interest to declare in any of the matters on the agenda for the meeting.

18/32 Item 2: Chairman's update

The Chairman reported that his main focus in the period since the previous meeting had been on the recruitment process for the next Comptroller and Auditor General.

The Chairman, Mrs Nesbitt and the Comptroller and Auditor General updated Professor Griggs on their meetings on 8 October 2018 with the Public Accounts Committee, Chief Minister and the Chief Executive of the States.

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18/33 Item 3: Minutes of the meeting held on 19 July 2018

The Board received and agreed to adopt the minutes of its meeting held on 19 July 2018.

18/34 Item 4: Matters arising from the minutes of the meeting held on 19 July 2018

The Board received a report from the Deputy Comptroller and Auditor General detailing the actions agreed at its meeting of 19 July 2018 and the steps subsequently taken.

The Board noted the report.

18/35 Item 5: Schedule of potential changes to legislation and advice sought from H M Attorney General

The Board received a report from the Deputy Comptroller and Auditor General detailing potential changes to legislation previously identified by the Board and the advice received from H M Attorney General.

The Board noted the report.

18/36 Item 6: The Comptroller and Auditor General's report

The Board received a report from the Comptroller and Auditor General.

The Board expressed its concern at the delay, following communication of the recommendation of the selection panel, in lodging a proposition for the appointment of another independent member of the Board of Governance. The Comptroller and Auditor General expressed her appreciation of the work of the PAC Officer in pursuing the matter.

18/37 Item 7: Auditors appointed by the Comptroller and Auditor General

The Board received a report from the Deputy Comptroller and Auditor General.

18/38 Item 8: Financial Update

The Board received a report from the Deputy Comptroller and Auditor General, including as an attachment the audited Annual Report and Accounts for the year ended 31 December 2017.

RESTRICTED

The Board noted the report and the audited Annual Report and Accounts.

18/39 Item 11: Public Profile of the Jersey Audit Office

The Board welcomed the Communications and Administration Officer who gave a presentation about the public profile of the Jersey Audit Office.

The Board asked and received answers to their questions about the presentation.

The Comptroller and Auditor General agreed to include details of her term of office in the Annual Report and Accounts for 2018.

The Board thanked the Communications and Administration Officer for her presentation and work.

18/40 Item 8: Estimates for 2020 to 2023

The Board received a report from the Deputy Comptroller and Auditor General.

The Board noted the financial pressures facing the office and that these affected 2019 as well as the period covered by the next Medium Term Financial Plan.

18/41 Item 10: Gifts and hospitality register

The Board received a report from the Deputy Comptroller and Auditor General and reviewed the register for 2018 to date.

The Board noted the report and the contents of the register.

18/42 Item 13: Review of the operation of the Board of Governance

The Board received a report from the Deputy Comptroller and Auditor General.

The Board agreed that:

- **no changes were required to its Standing Orders, Code of Conduct and Relationship Code;**
- **the Deputy Comptroller and Auditor General should continue to serve as Secretary to the Board; and**
- **it was appropriate to retain three scheduled meetings per year at this time but that flexibility was needed, in particular as a result of the process for appointment of a new Comptroller and Auditor General.**

RESTRICTED

18/43 Item 14: Risk register

The Board received a paper from the Deputy Comptroller and Auditor General and the risk register for the Office.

The Board noted the report and reviewed the contents of the register.

18/44 Item 15: Forward look

The Board reviewed the draft forward look.

The Board agreed the inclusion of a review of the operation of the Board of Governance as an annual item.

18/45 Item 12: Appointment process for the next Comptroller and Auditor General: initial discussion

The Board received a paper and had a high level discussion on the appointment framework for the next Comptroller and Auditor General.

18/46 Item 16: Date and time of forthcoming meetings

The Board received and noted a paper from the Deputy Comptroller and Auditor General.

The Board agreed that:

- **subject to confirming room availability, it would meet at 10:30 on 5, 6 or 7 March 2019 at the Government of London Jersey Office; and**
- **subject to confirmation of the availability of hotels at reasonable rates, it would aim to meet at de Carteret House, St Helier, Jersey at a date to be agreed in the period 3 to 10 July 2018.**

18/47 Chairman's closing remarks

The Chairman thanked the members of the Board and Mrs Nesbitt for their input.

The meeting closed at 14:18