

Board of Governance of the Comptroller and Auditor General

MEETING

**held on 21 November 2017 at 10:00 am
at the Government of Jersey London Office, 4th Floor, 2 Queen Anne's Gate
Buildings, Dartmouth Street, London SW1H 9BP**

MINUTES

Present	Peter Price Russel Griggs Karen McConnell	Chairman Independent Member Comptroller and Auditor General
In attendance	Stephen Warren	Deputy Comptroller and Auditor General

17/29 Item 1: Declarations of interest

There were no declarations of interest.

Board members agreed to submit their declarations of interest to the Deputy Comptroller and Auditor General.

17/30 Item 2: Chairman's update

The Chairman reported that since the last meeting his focus had been on finalising the person specification, interview questions, advertisement and press release relating to the recruitment of an additional independent member of the Board of Governance.

17/31 Item 3: Minutes of the meeting held on 10 July 2017

The Board received the draft minutes of its meeting held on 10 July 2017.

The Board agreed to adopt the minutes of its meeting held on 10 July 2017.

17/32 Item 4: Matters arising from the minutes of the meeting held on 10 July 2017

The Board received a report from the Deputy Comptroller and Auditor General detailing the actions agreed at its meeting of 10 July 2017 and the steps subsequently taken.

In answer to a question about Minute 17/23, the Deputy Comptroller and Auditor General explained that the Greffier of the States had been consulted as there was reference to his post in the Standing Orders and Relationship Code but that no change had been made to either document as a result of that consultation.

17/33 Item 5: Schedule of potential changes to legislation and advice sought from H M Attorney General

The Board reviewed the advice received from H M Attorney General, including in respect of the absence of an indemnity for independent members of the Board.

The Board noted that its functions were advisory but that there remained a risk of a tortious claim against members of the Board.

The Board agreed that an amendment to legislation to provide an indemnity for Board of Governance members:

- **should be added to the schedule of potential changes to legislation; and**
- **sought when an appropriate legislative opportunity arose.**

17/34 Item 6: Recruitment of an independent member of the Board of Governance: update

The Board received a report from the Deputy Comptroller and Auditor General and a verbal update that no applications for the post had been received.

The Board agreed that:

- **in order to secure resilience, it would continue to seek the appointment of another independent member;**
- **in the absence of applications from Jersey residents, it would be appropriate to seek a UK-based independent member;**
- **to secure a spread of experience, it would be appropriate to target seeking applications other than from those connected with the public audit agencies in Wales and Scotland; and**
- **the Deputy Comptroller and Auditor General would consult with States of Jersey HR and develop a revised timetable for**

advertisement, interview and recruitment.

17/35 Item 7: The Comptroller and Auditor General's general report

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

The Board:

- **endorsed the decision not to seek competitive tenders for serviced office accommodation; and**
- **agreed that a power for the Comptroller and Auditor General to employ their own staff should be added to the list of potential changes in legislation.**

The Board agreed to defer consideration of Item 8: Key Performance Indicators until later in the meeting.

17/36 Item 9: Auditors appointed by the Comptroller and Auditor General

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

The Board noted the report.

17/37 Item 10: Information governance

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

The Board noted the report.

17/38 Item 11: Gifts and hospitality register

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

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

17/39 Item 12: Financial update

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

The Board:

- **advised the Comptroller and Auditor General that in its view, other than in relation to the Comptroller and Auditor General**

and Deputy Comptroller and Auditor General, information should not be published that would disclose individual remuneration information contrary to normal standards of confidentiality; and

- **asked the Comptroller and Auditor General to consider what changes might be necessary in published financial information to secure this objective.**

17/40 Item 13: Audited accounts of the Office of the Comptroller and Auditor General

The Board received a paper from the Deputy Comptroller and Auditor General, the audited Annual Report and Accounts of the Office of the Comptroller and Auditor General and the Report to Those Charged with Governance prepared by the external auditors.

17/41 Item 14: Risk register

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

17/42 Item 15: Forward look

The Board reviewed the draft forward look.

The Board agreed:

- **the agenda for the Spring 2018 meeting with the removal of the review of the Board Secretary role and the addition of an update on the recruitment of an independent member of the Board; and**
- **the agenda for the Summer 2018 meeting subject to inclusion on the agenda of a governance review (including a review of the Board Secretary role) and a review of the process and timetable for appointment of the next Comptroller and Auditor General.**

17/43 Item 16: Date and time of forthcoming meetings

The Board agreed:

- **to move the Spring 2018 meeting to Monday 26 March 2018 commencing at 10:30 via video conference;**
- **to hold the Summer 2018 meeting in late June or early July 2018; and**
- **that the Deputy Comptroller and Auditor General would liaise**

with Board members to arrange a suitable date for the Summer 2018 meeting.

17/44 Item 8: Key Performance Indicators

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

The Comptroller and Auditor General agreed to provide updated draft measures based on outcomes to the Summer 2018 meeting of the Board.

The Deputy Comptroller and Auditor General left the meeting.

17/45 Item 17: Deputy Comptroller and Auditor General: Contract

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

The meeting closed at 12:20.