

AGENDA

Audit and Corporate Governance Committee

Date: **Monday 28 September 2009**

Time: **3.00 pm**

Place: **The Assembly Hall, Town Hall, Hereford**

Notes: Please note the **time, date** and **venue** of the meeting.

For any further information please contact:

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If you would like help to understand this document, or would like it in another format or language, please call Paul Rogers, Democratic Services Officer on 01432 383408 or e-mail progers@herefordshire.gov.uk in advance of the meeting.

Agenda for the Meeting of the Audit and Corporate Governance Committee

Membership

Chairman	Councillor ACR Chappell
Vice-Chairman	Councillor RH Smith
	Councillor MJ Fishley
	Councillor JHR Goodwin
	Councillor PJ McCaull
	Councillor R Mills
	Councillor AM Toon

GUIDANCE ON DECLARING PERSONAL AND PREJUDICIAL INTERESTS AT MEETINGS

The Council's Members' Code of Conduct requires Councillors to declare against an Agenda item(s) the nature of an interest and whether the interest is personal or prejudicial. Councillors have to decide first whether or not they have a personal interest in the matter under discussion. They will then have to decide whether that personal interest is also prejudicial.

A personal interest is an interest that affects the Councillor more than most other people in the area. People in the area include those who live, work or have property in the area of the Council. Councillors will also have a personal interest if their partner, relative or a close friend, or an organisation that they or the member works for, is affected more than other people in the area. If they do have a personal interest, they must declare it but can stay and take part and vote in the meeting.

Whether an interest is prejudicial is a matter of judgement for each Councillor. What Councillors have to do is ask themselves whether a member of the public – if he or she knew all the facts – would think that the Councillor's interest was so important that their decision would be affected by it. If a Councillor has a prejudicial interest then they must declare what that interest is. A Councillor who has declared a prejudicial interest at a meeting may nevertheless be able to address that meeting, but only in circumstances where an ordinary member of the public would be also allowed to speak. In such circumstances, the Councillor concerned will have the same opportunity to address the meeting and on the same terms. However, a Councillor exercising their ability to speak in these circumstances must leave the meeting immediately after they have spoken.

AGENDA

		Pages
1.	APOLOGIES FOR ABSENCE	
2.	NAMED SUBSTITUTES(IF ANY)	
3.	DECLARATIONS OF INTEREST	
	<p>To receive any declarations of interest by Members in respect of items on the Agenda.</p> <p style="text-align: center;">GUIDANCE ON DECLARING PERSONAL AND PREJUDICIAL INTERESTS AT MEETINGS</p> <p>The Council's Members' Code of Conduct requires Councillors to declare against an Agenda item(s) the nature of an interest and whether the interest is personal or prejudicial. Councillors have to decide first whether or not they have a personal interest in the matter under discussion. They will then have to decide whether that personal interest is also prejudicial.</p> <p>A personal interest is an interest that affects the Councillor more than most other people in the area. People in the area include those who live, work or have property in the area of the Council. Councillors will also have a personal interest if their partner, relative or a close friend, or an organisation that they or the member works for, is affected more than other people in the area. If they do have a personal interest, they must declare it but can stay and take part and vote in the meeting.</p> <p>Whether an interest is prejudicial is a matter of judgement for each Councillor. What Councillors have to do is ask themselves whether a member of the public – if he or she knew all the facts – would think that the Councillor's interest was so important that their decision would be affected by it. If a Councillor has a prejudicial interest then they must declare what that interest is and leave the meeting room.</p>	
4.	MINUTES	1 - 10
	<p>To approve the Minutes of the meeting held on the 19 June 2009.</p>	
5.	ANNUAL GOVERNANCE LETTER	
	<p>To introduce the external auditor's Annual Governance Letter 2009 as an appendix to the Director of Resources report (<i>to follow</i>).</p>	
6.	INTERNATIONAL FINANCIAL REPORTING STANDARDS	11 - 16
	<p>To report to the Committee on the project plan for implementing International Financial Reporting Standards.</p>	
7.	AMEY SERVICE DELIVERY PARTNERSHIP COST CONTROL	17 - 26
	<p>To report on the provisions in place for the control of costs in relation to the Service Delivery Partnership with Amey.</p>	
8.	MAJOR PROJECTS STATEMENT	27 - 34
	<p>To provide a position statement on major projects being undertaken by the</p>	

authority.

9. INTERNAL AUDIT JOINT WORKING PROTOCOL	35 - 40
To consider the draft Internal Audit Joint Working Protocol.	
10. DATA QUALITY UPDATE	41 - 44
To update the Committee on the progress now being made against key elements of the rolled forward data quality action plan.	