

# AGENDA

## Audit and Governance Committee

Date: **Tuesday 24 November 2015**

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Time: **10.00 am**

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Place: **Committee Room 1, Shire Hall, St. Peter's Square,  
Hereford, HR1 2HX**

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

For any further information please contact:

**Ruth Goldwater**

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If you would like help to understand this document, or would like it in another format, please call Ruth Goldwater on 01432 260635 or e-mail [ruth.goldwater@herefordshire.gov.uk](mailto:ruth.goldwater@herefordshire.gov.uk) in advance of the meeting.

# **Agenda for the Meeting of the Audit and Governance Committee**

**Chairman**  
**Vice-Chairman**

**Councillor BA Durkin**  
**Councillor FM Norman**

**Councillor ACR Chappell**  
**Councillor DG Harlow**  
**Councillor EPJ Harvey**  
**Councillor PD Newman OBE**  
**Councillor RJ Phillips**  
**Councillor J Stone**  
**Councillor LC Tawn**

## AGENDA

		Pages
<b>PUBLIC INFORMATION AND FIRE INFO</b>		
<b>1.</b>	<b>APOLOGIES FOR ABSENCE</b> To receive apologies for absence.	
<b>2.</b>	<b>NAMED SUBSTITUTES (IF ANY)</b> To receive details any details of Members nominated to attend the meeting in place of a Member of the Committee.	
<b>3.</b>	<b>DECLARATIONS OF INTEREST</b> To receive any declarations of interest by Members in respect of items on the agenda.	
<b>4.</b>	<b>CHAIRMAN'S ANNOUNCEMENTS</b>	
<b>5.</b>	<b>MINUTES</b> To approve and sign the minutes of the meeting held on 23 September 2015.	7 - 16
<b>6.</b>	<b>ANNUAL AUDIT LETTER</b> To consider and note the external auditor's statutory annual audit letter (AAL) for 2014/15 which primarily sets out the unqualified audit opinion on both the financial statements and value for money conclusion. The AAL is intended to communicate key messages to the Council and external stakeholders.	17 - 28
<b>7.</b>	<b>INTERNAL AUDIT PLAN PROGRESS REPORT</b> To update members on the progress of internal audit work and to bring to their attention any key internal control issues arising from work recently completed.	29 - 42
<b>8.</b>	<b>CORPORATE RISK REGISTER</b> To inform the Committee of the risks on the corporate risk register, so as to give assurance that risks are being managed.	43 - 44
<b>9.</b>	<b>ENERGY FROM WASTE (EFW) LOAN UPDATE</b> To provide assurance on the status of the energy from waste (EfW) loan arrangement.	45 - 70
<b>10.</b>	<b>ANNUAL REPORT OF THE MONITORING OFFICER</b> To inform the committee of performance in the areas within the remit of the monitoring officer for the municipal year 2014/15.	71 - 76
<b>11.</b>	<b>GOVERNANCE IMPROVEMENT WORKING GROUP UPDATE</b> To note the work of the governance improvement working group to date and agree the draft design principles to inform the further work of the group.	77 - 86
<b>12.</b>	<b>WORK PROGRAMME UPDATE</b> To provide an update on the work programme for the committee for 2015-16.	87 - 92