

# AGENDA

## Audit and Governance Committee

Date: **Thursday 14 April 2016**

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Time: **2.30 pm**

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Place: **Council Chambers, 2nd Floor,, Hereford Town Hall, St Owens Street Hereford HR1 2PJ**

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

For any further information please contact:

**Clive Lloyd**

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# Agenda for the Meeting of the Audit and Governance Committee

## Membership

**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**

		<b>Pages</b>
<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>MINUTES</b> To approve and sign the minutes of the meeting held on 23 March 2016	7 - 12
<b>5.</b>	<b>PROGRESS REPORT ON 2015/16 INTERNAL AUDIT PLAN</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.	13 - 42
<b>6.</b>	<b>COMMUNITY GOVERNANCE REVIEW</b> To assess the case for undertaking a community governance review (CGR) of parish boundaries and electoral arrangements.	43 - 82
<b>7.</b>	<b>EMPLOYEE SURVEY REPORT</b> To provide the audit and governance committee with the key findings of the employee survey conducted in 2015.	83 - 112
<b>8.</b>	<b>WORK PROGRAMME UPDATE</b> To provide an update on the work programme to the committee for 2015/16	113 - 118