

Agenda

Audit and governance committee

Date: **Tuesday 30 July 2019**

Time: **10.00 am**

Place: **The Council Chamber, The Shire Hall, St. Peter's
Square, Hereford, HR1 2HX**

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, please call Caroline Marshall on 01432 260249 or e-mail caroline.marshall3@herefordshire.gov.uk in advance of the meeting.

Agenda for the meeting of the Audit and governance committee

Membership

Chairperson **Councillor Nigel Shaw**
Vice-Chairperson **Councillor Christy Bolderson**

Councillor Peter Jinman
Councillor Bob Matthews
Councillor Roger Phillips
Councillor Alan Seldon
Councillor Diana Toynbee
Councillor Yolande Watson

Agenda

THE PUBLIC RIGHTS TO INFORMATION AND ATTENDANCE AT MEETINGS

Pages

1. APOLOGIES FOR ABSENCE

To receive apologies for absence.

2. NAMED SUBSTITUTES (IF ANY)

To receive details any details of members nominated to attend the meeting in place of a member of the committee.

3. DECLARATIONS OF INTEREST

To receive declarations of interests in respect of Schedule 1, Schedule 2 or Other Interests from members of the committee in respect of items on the agenda.

4. MINUTES

To approve and sign the minutes of the meeting held on 19 March 2019

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5. QUESTIONS FROM MEMBERS OF THE PUBLIC

To receive questions from members of the public.

Deadline for receipt of questions is 5.00 pm on 24 July 2019 (3 clear working days from date of meeting).

Accepted questions and answers will be published as a supplement prior to the meeting.

6. QUESTIONS FROM COUNCILLORS

To receive any questions from councillors.

Deadline for receipt of questions is 5.00 pm on 24 July 2019 (3 clear working days from date of meeting).

Accepted questions and answers will be published as a supplement prior to the meeting.

7. INTERNAL AUDIT ANNUAL REPORT AND OPINION 2018/19

The purpose of this report is to provide those charged with governance an opinion on the overall adequacy and effectiveness of the organisation's governance, risk management and internal control environment. The report provides independent assurance to the committee and enables the committee to determine any potential items for inclusion in its future work programme.

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8. PROGRESS REPORT ON 2018/19 INTERNAL AUDIT PLAN

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. To enable the committee to monitor performance of the internal audit team against the approved plan.

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9. EXTERNAL AUDIT FINDINGS REPORT - 2018/19 STATEMENT OF ACCOUNTS	79 - 110
To consider the external auditors audit finding report for the year ended 31 March 2019.	
10. ANNUAL GOVERNANCE STATEMENT 2018/19	111 - 168
To agree the annual governance statement 2018/19.	
11. SIGNING OF THE 2018/19 STATEMENT OF ACCOUNTS	169 - 288
To approve the 2018/19 statement of accounts and associated letter of representation to Grant Thornton, the external auditors.	
12. 2019/20 EXTERNAL AUDIT FEE	289 - 296
To approve the planned external audit fee and to note the outline timetable, as detailed in appendix 1, for 2019/20, to ensure that the council has effective statutory external audit arrangements in place as required in the council's constitution.	
13. NMITE ASSURANCE REVIEW	297 - 302
A briefing to enable the committee to provide assurance on the adequacy in regards of the risk framework on the measure the council is taking as the accountable body for the new model in technology & engineering (NMiTE) and the milestone payments from the Department for Education (DfE).	
14. WORK PROGRAMME UPDATE	303 - 308
To provide an update on the work programme for the committee for 2019/20.	