

Agenda

Audit and governance committee

Date: **Tuesday 19 November 2019**

Time: **10.00 am**

Place: **Council Chamber, 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, democratic services officer 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 Dave Boulter
Councillor Peter Jinman
Councillor Bob Matthews
Councillor Diana Toynbee
Councillor Yolande Watson

Agenda

		Pages
THE PUBLIC RIGHTS TO INFORMATION AND ATTENDANCE AT MEETINGS		
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.	QUESTIONS FROM MEMBERS OF THE PUBLIC To receive questions from members of the public. <i>Deadline for receipt of questions is 5.00 pm on 13 November 2019 (3 clear working days from date of meeting).</i> <i>Accepted questions and answers will be published as a supplement prior to the meeting.</i>	
5.	QUESTIONS FROM COUNCILLORS To receive any questions from councillors. <i>Deadline for receipt of questions is 5.00 pm on 13 November 2019 (3 clear working days from date of meeting).</i> <i>Accepted questions and answers will be published as a supplement prior to the meeting.</i>	
6.	MINUTES To approve and sign the minutes of the meeting held on 24 September 2019.	9 - 18
7.	ANNUAL EXTERNAL AUDIT LETTER For the committee to receive the external auditor's annual audit letter for 2018/19 and determine whether further action or inclusion in the committee's work programme is appropriate.	19 - 34
8.	REVIEW OF GOVERNANCE MODELS To agree arrangements and a timetable for undertaking a review of governance models in compliance with a resolution passed by Council on 11 October 2019.	35 - 70
9.	NMITE PROGRESS REPORT To enable the committee to provide assurance on the adequacy with regards to the risk framework on the measures 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).	71 - 74

10. ANNUAL REVIEW OF THE COUNCIL'S INFORMATION ACCESS AND INFORMATION GOVERNANCE REQUIREMENTS	75 - 84
To inform the committee of performance in the areas of complaints, data incidents and requests for information made to the council over the municipal year 2018/19.	
11. CORPORATE RISK REGISTER	85 - 134
To consider the status of the council's corporate risk register in order to monitor the effectiveness of risk management within the Performance, Risk and Opportunity Management framework.	
12. TRACKING OF AUDIT RECOMMENDATIONS	135 - 146
To review the progress of audit recommendations implementation.	
13. UPDATES TO ANTI-FRAUD, BRIBERY, CORRUPTION AND ANTI-MONEY LAUNDERING POLICIES	147 - 178
To present to the audit and governance committee the updated anti-fraud, bribery and corruption policy for approval.	
14. PROPOSED DATES FOR 2020/21	
The proposed dates for 2020/21 are:	
30 July 2020 (Thursday)	
22 September	
17 November	
26 January 2021	
16 March	
4 May	
Meetings to start at 10.30 am.	
With the exception of 30 July 2020, meetings are on a Tuesday.	
15. WORK PROGRAMME UPDATE	179 - 184
To provide an update on the Committee's work programme for 2019/20.	