

Agenda

Audit and governance committee

Date: **Friday 25 September 2020**

Time: **10.30 am**

Place: **On line meeting only**

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

For any further information please contact:

Caroline Marshall

Tel: 01432 260249

Email: caroline.marshall3@herefordshire.gov.uk

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 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.	MINUTES To approve and sign the minutes of the meeting held on 30 July 2020.	9 - 16
5.	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 21 September 2020 (3 clear working days from date of meeting).</i> <i>Questions must be submitted to councillorservices@herefordshire.gov.uk. Questions sent to any other address may not be accepted.</i> <i>Accepted questions and the response to them will be published as a supplement to the agenda papers prior to the meeting. Further information and guidance is available at https://www.herefordshire.gov.uk/getinvolved</i>	
6.	QUESTIONS FROM COUNCILLORS To receive any questions from councillors. <i>Deadline for receipt of questions is 5.00 pm on 21 September 2020 (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>	
7.	RE-THINKING GOVERNANCE To recommend a governance model for Herefordshire Council.	17 - 36
8.	EXTERNAL AUDIT PROGRESS UPDATE To provide the committee with a progress update of the work being undertaken by the external auditor, Grant Thornton.	37 - 56
9.	INTERNAL AUDIT ANNUAL REPORT AND OPINION 2019/20 The purpose of this report is to enable the committee to provide independent assurance on the adequacy of the risk management framework together with the internal control of the financial reporting and annual governance	57 - 84

	processes by considering the head of internal audit's annual report and opinion, and the level of assurance it gives over the council's corporate governance arrangements.	
10.	PROGRESS REPORT ON 2020/21 INTERNAL AUDIT PLAN PROPOSED REVISED INTERNAL AUDIT PLAN 2020/21	85 - 118
	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.	
	To be assured that the level and range of activity within the proposed revised annual internal audit plan is sufficient to provide assurance over the council's corporate governance arrangements and provides appropriate coverage of key business activities, associated risks and risk management processes.	
11.	ENERGY FROM WASTE LOAN UPDATE	119 - 130
	To provide assurance to the audit and governance committee on the current status of the energy from waste loan arrangement to enable the committee to fulfil its delegated functions.	
12.	ANNUAL REPORT ON CODE OF CONDUCT	131 - 144
	To enable the committee to be assured that high standards of conduct continue to be promoted and maintained. To provide an overview of how the arrangements for dealing with complaints are working together with views from the latest standards panel sampling review.	
13.	WORK PROGRAMME UPDATE	145 - 148
	To provide an update on the work programme for the committee.	