

Agenda

Audit and Governance Committee

Date: **Monday 31 July 2023**

Time: **10.00 am**

Place: **Conference Room 1, Herefordshire Council Offices,
Plough Lane, Hereford, HR4 0LE**

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

For any further information please contact:

Ben Baugh, Democratic Services Officer

Tel: 01432 261882

Email: ben.baugh2@herefordshire.gov.uk

If you would like help to understand this document, or would like it in another format, please call Ben Baugh, Democratic Services Officer on 01432 261882 or e-mail ben.baugh2@herefordshire.gov.uk in advance of the meeting.

Agenda for the meeting of the Audit and Governance Committee

Membership

Chairperson **Councillor David Hitchiner**
Vice-chairperson **Councillor Aubrey Oliver**

Councillor Chris Bartrum
Councillor Frank Cornthwaite
Councillor Peter Hamblin
Councillor Robert Highfield
Councillor Mark Woodall

Agenda

		Pages
1.	<p>APOLOGIES FOR ABSENCE</p> <p>To receive apologies for absence.</p>	
2.	<p>NAMED SUBSTITUTES (IF ANY)</p> <p>To receive details of any councillor nominated to attend the meeting in place of a member of the committee.</p>	
3.	<p>DECLARATIONS OF INTEREST</p> <p>To receive declarations of interest in respect of items on the agenda.</p>	
4.	<p>MINUTES</p> <p>To approve and sign the minutes of the meeting held on 23 June 2023.</p> <p>HOW TO SUBMIT QUESTIONS</p> <p>Deadline for receipt of questions is 9.30 am on Wednesday 26 July 2023. Questions must be submitted to councillorservices@herefordshire.gov.uk. Questions sent to any other address may not be accepted.</p> <p>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 www.herefordshire.gov.uk/getinvolved</p>	11 - 26
5.	<p>QUESTIONS FROM MEMBERS OF THE PUBLIC</p> <p>To receive any questions from members of the public.</p>	
6.	<p>QUESTIONS FROM COUNCILLORS</p> <p>To receive any questions from councillors.</p>	
7.	<p>INTERNAL AUDIT ANNUAL OPINION 2022/23</p> <p>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 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.</p>	27 - 52
8.	<p>INTERNAL AUDIT - "LIMITED" OPINION REPORTS Q1 2023/24</p> <p>The purpose of this report is to consider the risks and associated mitigations outlined in the internal audit reports on Registration Services and Housing Solutions - Financial Processes.</p>	53 - 76
9.	<p>UPDATE ON INTERNAL AUDIT RECOMMENDATIONS</p> <p>To review the progress of audit recommendations implementation.</p>	77 - 134

10. CORPORATE RISK REGISTER

To consider the status of the council's corporate risk register in order to monitor the effectiveness of risk management within the performance management framework.

135 - 164

11. ANNUAL REPORT ON CODE OF CONDUCT

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.

To Follow

12. WORK PROGRAMME

To consider the work programme for the committee.

165 - 168

13. DATE OF NEXT MEETING

[Wednesday 27 September 2023 3.00 pm](#)