

# A G E N D A

## Audit and Corporate Governance Committee

Date: **Friday, 29th June, 2007**

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Time: **10.00 a.m.**

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Place: **Brockington, 35 Hafod Road,  
Hereford. The Council Chamber,  
Brockington, 35 Hafod Road,  
Hereford, HR1 1SH**

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Notes: Please note there will be **Member Training**  
between 10.00 am and 11.00 am.

The Meeting of the Audit and Corporate  
Governance Committee will commence at  
11.00 am.

*For any further information please contact:*

*Paul Rogers Democratic Services Officer*

*Email: [progers@herefordshire.gov.uk](mailto:progers@herefordshire.gov.uk)*

Mr Paul Rogers, Democratic Services Officer

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# AGENDA

## for the Meeting of the Audit and Corporate Governance Committee

To: Councillor ACR Chappell (Chairman)  
Councillor GFM Dawe (Vice-Chairman)

Councillors MJ Fishley, JHR Goodwin, R Mills, RH Smith and AM Toon

In Attendance: Councillor H Bramer, Cabinet Member (Resources)

	Pages
<b>1. APOLOGIES FOR ABSENCE</b>	
To receive apologies for absence.	
<b>2. NAMED SUBSTITUTES(IF ANY)</b>	
To receive any details of Members nominated to attend the meeting in place of a Member of the Committee.	
<b>3. DECLARATIONS OF INTEREST</b>	
To receive any declaration of interest by Members in respect of items on the agenda.	
<b>4. MINUTES</b>	1 - 2
To approve and sign the Minutes of the meeting held on 13th April 2007.	
<b>5. STATEMENT OF ACCOUNTS 2006/07</b>	3 - 66
To report to the Audit and Corporate Governance Committee on the 2006/07 Statement of Accounts.	
<b>6. MONITORING OFFICERS REPORT</b>	67 - 70
To inform the Committee of the Authority's performance for 2006/07 with regard to complaints to the Ombudsman, Whistleblowing and those matters within the responsibility of the Monitoring Officer's control as the Head of Legal and Democratic Services.	
<b>7. AUDIT SERVICES ANNUAL ASSURANCE REPORT</b>	71 - 92
The purpose of the Assurance Report is to update Members on the progress made in relation to the Audit Plan and to bring to their attention any key internal control issues.	
In addition the report updates Members on the actions or the current position on key issues raised for 2005/06 that require attention.	
<b>8. STATEMENT OF INTERNAL CONTROL 2006/07</b>	93 - 102
To inform the Audit and Corporate Governance Committee of the work and process followed in relation to the completion of the Council's Statement on	

Internal Control (Appendix 1 refers).	
<b>9. ANNUAL AUDIT AND INSPECTION LETTER</b>	103 - 132
To present to the Audit and Corporate Governance Committee the Audit Commission's Annual Audit and Inspection Letter 2005/06.	
<b>10. TELEPHONE USAGE ACTION PLAN</b>	133 - 136
To inform the Audit and Corporate Governance Committee on the current status of the actions being taken on recommendation made by Audit Services.	
<b>11. AUDIT COMMISSION AUDIT AND INSPECTION PLAN 2007/08</b>	137 - 164
To inform the Audit and Corporate Governance Committee of the Audit Commission's Audit and Inspection Plan for 2007-2008.	