

# Audit and Corporate Governance Committee

Date: **Friday, 19th October, 2007**

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Time: **10.00 a.m.**

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Place: **: Committee Room 1, Shirehall,  
Hereford**

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

*For any further information please contact:*

*Paul Rogers, Democratic Services Officer. Tel  
01432 383408*

**E-mail [progers@herefordshire.gov.uk](mailto:progers@herefordshire.gov.uk)**

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**County of Herefordshire  
District Council**



# AGENDA

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

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

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

	Pages
1. <b>APOLOGIES FOR ABSENCE</b> To receive any apologies for absence.	
2. <b>NAMED SUBSTITUTES(IF ANY)</b> To receive any details of Members nominated to attend the meeting in place of a Member of the Committee.	
3. <b>DECLARATIONS OF INTEREST</b> To receive any declarations of interest by Members in respect of items on the Agenda.	
4. <b>MINUTES</b> To approve and sign the Minutes of the meeting held on 21 September 2007.	1 - 8
5. <b>PROGRESS REPORT NO.1 - DIRECTOR OF RESOURCES REPORT</b> To provide the Audit and Corporate Governance Committee with an update on progress with implementing the action plan agreed by Cabinet in response to Director of Resources' special report on financial governance issues in ICT and Customer Services.	9 - 22
6. <b>ANNUAL GOVERNANCE REPORT 2007 - DRAFT ACTION PLAN</b> To present officers' draft action plan in response to the recommendations made by the Audit Commission in their Annual Governance Report 2007 for comment prior to Cabinet approval.	23 - 32
7. <b>UPDATE NUMBER TWO ON IMPLEMENTATION OF RECOMMENDATIONS ARISING FROM SPECIAL INVESTIGATIONS</b> To provide the Audit and Corporate Governance Committee with a further update on progress with implementing the recommendations approved by the Corporate Management Board to improve the internal control environment as a result of the lessons learned' from special investigations carried out by Audit Services in 2005/06.	33 - 36
8. <b>UPDATE NUMBER TWO ON THE INTERIM ASSURANCE REPORT</b>	37 - 42

2007/08

*To provide the Audit and Corporate Governance Committee with a updated interim Assurance Report for 2007/08 that provides an update on progress with the significant internal control issues identified in the Assurance Report for 2006/07 and identifies the significant internal control issues identified to date in 2007/08.*

**9. SECTION 106 PLANNING OBLIGATIONS**

43 - 46

To provide the Audit and Corporate Governance Committee with a summary of audit findings on the Council's arrangements for Section 106 obligations.

**10. CAR LOANS**

47 - 50

To provide the Audit and Corporate Governance Committee with a summary of audit findings on the Council's arrangements for employee car loans.