

A G E N D A

Audit and Corporate Governance Committee

Date: **Friday 20 March 2009**

Time: **10.00 am**

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

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

For any further information please contact:

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Herefordshire Council

AGENDA

for the Meeting of the Audit and Corporate Governance Committee

To: Councillor ACR Chappell (Chairman)
Councillor RH Smith (Vice-Chairman)

Councillors MJ Fishley, JHR Goodwin, PJ McCaull, R Mills and AM Toon

1. APOLOGIES FOR ABSENCE

To receive any apologies for absence.

2. NAMED SUBSTITUTES(IF ANY)

To receive any named substitutes.

3. DECLARATIONS OF INTEREST

To receive any declarations of interest by Members in respect of items on the Agenda.

GUIDANCE ON DECLARING PERSONAL AND PREJUDICIAL INTERESTS AT MEETINGS

The Council's Members' Code of Conduct requires Councillors to declare against an Agenda item(s) the nature of an interest and whether the interest is personal or prejudicial. Councillors have to decide first whether or not they have a personal interest in the matter under discussion. They will then have to decide whether that personal interest is also prejudicial.

A personal interest is an interest that affects the Councillor more than most other people in the area. People in the area include those who live, work or have property in the area of the Council. Councillors will also have a personal interest if their partner, relative or a close friend, or an organisation that they or the member works for, is affected more than other people in the area. If they do have a personal interest, they must declare it but can stay and take part and vote in the meeting.

Whether an interest is prejudicial is a matter of judgement for each Councillor. What Councillors have to do is ask themselves whether a member of the public – if he or she knew all the facts – would think that the Councillor's interest was so important that their decision would be affected by it. If a Councillor has a prejudicial interest then they must declare what that interest is and leave the meeting room.

4. MINUTES

To approve the Minutes of the meeting held on 23 January 2009.

5. USE OF RESOURCES

Pages

1 - 8

9 - 14

	To receive the action plan in respect of the improvement opportunities identified in the Use of Resources report 2008.	
6.	INTERNATIONAL FINANCIAL REPORTING STANDARDS	15 - 18
	To report to the Audit and Corporate Governance Committee on the progress on implementing International Financial Reporting Standards.	
7.	MONITORING OFFICER REPORT 2007/08	19 - 32
	To inform the Committee of the Authority's performance for 2007/08 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.	
8.	UPDATED DRAFT REVISED TERMS OF REFERENCE	33 - 44
	To present to the Committee for consideration the updated draft revised terms of reference for the Audit and Governance Committee.	
9.	AUDIT PLAN 2009/10	45 - 52
	To present the 2009/10 Audit Plan to the Audit and Corporate Governance Committee.	
10.	AUDIT STRATEGY 2009/10	53 - 66
	To present the 2009/10 Audit Strategy for approval by the Audit and Corporate Governance Committee.	
11.	FOURTH INTERIM AUDIT ASSURANCE REPORT 2008/09	67 - 86
	To provide the Committee with an update on progress in making the planned improvements to the internal control environment and progress with the Annual Audit Plan for 2008/09.	
12.	ANNUAL AUDIT AND INSPECTION LETTER	87 - 112
	To receive the Annual Audit and Inspection Letter produced by the Audit Commission.	