

Agenda

Audit and governance committee

Date: **Tuesday 5 May 2020**

Time: **10.30 am**

Place: **Online only meeting**

Notes: This meeting will be streamed live on the Herefordshire Council YouTube channel. A recording will be made available shortly after the meeting has concluded.

<https://www.youtube.com/HerefordshireCouncil>

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

THE PUBLIC RIGHTS TO INFORMATION AND ATTENDANCE AT MEETINGS		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 any details of members 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 interests in respect of Schedule 1, Schedule 2 or Other Interests from members of the committee in respect of items on the agenda.</p>	
4.	<p>MINUTES</p> <p>To approve the minutes of the meeting held on 28 January 2020.</p>	9 - 22
5.	<p>QUESTIONS FROM MEMBERS OF THE PUBLIC</p> <p>To receive questions from members of the public.</p> <p><i>Deadline for receipt of questions is 5.00 pm on 29 April 2020 (3 clear working days from date of meeting).</i></p> <p><i>Questions must be submitted to councillorservices@herefordshire.gov.uk. Questions sent to any other address may not be accepted.</i></p> <p><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></p>	
6.	<p>QUESTIONS FROM COUNCILLORS</p> <p>To receive any questions from councillors.</p> <p><i>Deadline for receipt of questions is 5.00 pm on 29 April 2020 (3 clear working days from date of meeting).</i></p> <p><i>Accepted questions and answers will be published as a supplement prior to the meeting.</i></p>	
7.	<p>INTERNAL AUDIT PLAN 2020-21 AND INTERNAL AUDIT CHARTER</p> <p>To be assured that the level and range of activity within the proposed annual internal audit plan is sufficient to provide assurance over the council's corporate governance arrangements and provides appropriate coverage of key business objectives, associated risks, and risk management processes.</p> <p>To approve the internal audit charter for the period 1 April 2020 to 31 March 2021.</p>	23 - 48

8.	NMITE PROGRESS REPORT	49 - 54
	To enable the committee to provide assurance on the adequacy with regards to the risk framework on the measures the council is taking as the accountable body for the new model in technology & engineering (NMiTE) and the milestone payments from the Department for Education (DfE).	
9.	REMUNERATION OF INDEPENDENT PERSONS FOR STANDARDS	55 - 60
	To consider whether the independent persons for standards should be paid an allowance for undertaking this work	
10.	WORK PROGRAMME UPDATE	61 - 68
	To provide an update on the work programme for the committee for 2020/21.	