

# Agenda

## Audit and governance committee

Date: **Thursday 30 July 2020**

---

Time: **10.30 am**

---

Place: **Online meeting**

---

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

For any further information please contact:

**Caroline Marshall**

Tel: 01432 260249

Email: [caroline.marshall3@herefordshire.gov.uk](mailto: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](mailto: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

		Pages
<b>THE PUBLIC RIGHTS TO INFORMATION AND ATTENDANCE AT MEETINGS</b>		
<b>1. APOLOGIES FOR ABSENCE</b>	To receive apologies for absence.	
<b>2. NAMED SUBSTITUTES (IF ANY)</b>	To receive details 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 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.	
<b>4. MINUTES</b>	To approve and sign the minutes of the meeting held on 16 June 2020.	9 - 18
<b>5. QUESTIONS FROM MEMBERS OF THE PUBLIC</b>	To receive questions from members of the public.  <i>Deadline for receipt of questions is 5.00 pm on 24 July 2020 (3 clear working days from date of meeting).</i>  <i>Accepted questions and answers will be published as a supplement prior to the meeting.</i>	
<b>6. QUESTIONS FROM COUNCILLORS</b>	To receive any questions from councillors.  <i>Deadline for receipt of questions is 5.00 pm on 24 July 2020 (3 clear working days from date of meeting).</i>  <i>Accepted questions and answers will be published as a supplement prior to the meeting.</i>	
<b>7. CORPORATE RISK REGISTER</b>	To consider the status of the council's corporate risk register in order to monitor the effectiveness of risk management within the Performance, Risk and Opportunity Management framework.	19 - 54
<b>8. DRAFT ANNUAL GOVERNANCE STATEMENT 2019/20</b>	To seek the views of the committee as to whether the draft annual governance statement 2019/20 properly reflects the risk environment the council is operating in and the appropriateness of any actions required to improve it.	55 - 76
<b>9. PROGRESS REPORT ON 2020/21 INTERNAL AUDIT PLAN</b>	To update members on the progress of internal audit work and to bring to their attention any key internal control issues arising from work recently completed. To enable the committee to monitor performance of the internal	77 - 104

audit team against the approved plan.

**10. NATIONAL MODEL CODE OF CONDUCT CONSULTATION**

105 - 148

To consider whether a council response should be submitted in respect of the current national model code of conduct consultation.

**11. WORK PROGRAMME UPDATE**

149 - 152

To provide an update on the work programme for the committee.