

Agenda

Audit and governance committee

Date: **Tuesday 12 April 2022**

Time: **2.00 pm**

Place: **The Conference Room, Herefordshire Council Offices,
Plough Lane, Hereford, HR4 0LE**

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

For any further information please contact:

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If you would like help to understand this document, or would like it in another format, please call Ben Baugh, Democratic services officer on 01432 261882 or e-mail ben.baugh2@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 Jenny Bartlett
	Councillor Dave Boulter
	Councillor Peter Jinman
	Councillor Bob Matthews
	Councillor Yolande Watson

Agenda

		Pages
1.	APOLOGIES FOR ABSENCE To receive apologies for absence.	
2.	NAMED SUBSTITUTES (IF ANY) To receive details any details of members nominated to attend the meeting in place of a member of the committee.	
3.	DECLARATIONS OF INTEREST 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.	
4.	MINUTES To approve and sign the minutes of the meeting held on Tuesday 25 January 2022. The action log for the committee is also attached. HOW TO SUBMIT QUESTIONS The deadline for receipt of questions is 5.00 pm on Wednesday 6 April 2022. Questions must be submitted to councillorservices@herefordshire.gov.uk . Questions sent to any other address may not be accepted. 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 www.herefordshire.gov.uk/getinvolved	11 - 28
5.	QUESTIONS FROM MEMBERS OF THE PUBLIC To receive questions from members of the public.	
6.	QUESTIONS FROM COUNCILLORS To receive any questions from councillors.	
7.	AUDITOR'S ANNUAL REPORT 2020/21 To present to the audit and governance committee the auditor's Annual Report 2020-21 for information and discussion.	To Follow
8.	INTERNAL AUDIT 1ST QUARTER PLAN 2022-23 AND INTERNAL AUDIT CHARTER To be assured that the level and range of activity within the proposed 1st quarter internal audit plan is sufficient and to approve the internal audit charter for the period 1 April 2022 to 31 March 2023.	29 - 46
9.	ANNUAL GOVERNANCE STATEMENT - ACTION PLAN UPDATE Based on the final version of the Annual Governance Statement agreed in September 2021 an action plan has been formed based on continuous improvement requirements. This report provides a review of the actions as at the end of March 2022.	47 - 58

10. CORPORATE RISK REGISTER

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To consider the status of the council's corporate risk register in order to monitor the effectiveness of risk management within the performance management framework.

11. WORK PROGRAMME UPDATE

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To consider the work programme for the committee.

12. DATE OF NEXT MEETING

The next scheduled meeting is Tuesday 3 May 2022 at 10.15 am.