

# Agenda

## Audit and Governance Committee

Date: **Monday 31 October 2022**

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Time: **10.15 am**

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

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

For any further information please contact:

**Ben Baugh, Democratic services officer**

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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](mailto: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 Jenny Bartlett**

**Councillor Christy Bolderson**  
**Councillor Dave Boulter**  
**Councillor Clare Davies**  
**Councillor Peter Jinman**  
**Vacancy (Independents for Herefordshire)**

## Agenda

		Pages
1.	<p><b>APOLOGIES FOR ABSENCE</b></p> <p>To receive apologies for absence.</p>	
2.	<p><b>NAMED SUBSTITUTES (IF ANY)</b></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><b>DECLARATIONS OF INTEREST</b></p> <p>To receive declarations of interest in respect of items on the agenda.</p>	
4.	<p><b>MINUTES</b></p> <p>To approve and sign the minutes of the meeting held on 12 October 2022.</p> <p>The action log for the committee is attached at Appendix A. Further to Action 169, an information paper, 'Unusable Reserves: Movement in 2021/22', is attached at Appendix B.</p> <p><b>HOW TO SUBMIT QUESTIONS</b></p> <p>The deadline for the receipt of questions is Wednesday 26 October 2022 at 9.30 am.</p> <p>Questions must be submitted to <a href="mailto:councillorservices@herefordshire.gov.uk">councillorservices@herefordshire.gov.uk</a>. Questions sent to any other address may not be accepted.</p> <p>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 <a href="http://www.herefordshire.gov.uk/getinvolved">www.herefordshire.gov.uk/getinvolved</a></p>	11 - 24
5.	<p><b>QUESTIONS FROM MEMBERS OF THE PUBLIC</b></p> <p>To receive questions from members of the public.</p>	
6.	<p><b>QUESTIONS FROM COUNCILLORS</b></p> <p>To receive any questions from councillors.</p>	
7.	<p><b>PROGRESS REPORT ON INTERNAL AUDIT ACTIVITY</b></p> <p>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 audit team against the approved plan. To assure the committee that action is being taken on risk related issues identified by internal audit.</p>	25 - 44
8.	<p><b>ANNUAL GOVERNANCE STATEMENT 2021/22</b></p> <p>To seek the view of the committee as to whether the Annual Governance Statement (AGS) for 2021/22 properly reflects the internal control environment the council is operating in and the appropriateness of actions identified to improve.</p>	45 - 48

<b>9.</b>	<b>2021/22 EXTERNAL AUDIT FINDINGS REPORT</b>	49 - 60
	To consider the external auditors audit finding report for the year ended 31 March 2022.	
<b>10.</b>	<b>2021/22 STATEMENT OF ACCOUNTS</b>	61 - 66
	To approve the 2021/22 Statement of Accounts and associated letter of representation from Grant Thornton, the external auditors.	
<b>11.</b>	<b>CORPORATE RISK REGISTER</b>	67 - 90
	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.	
<b>12.</b>	<b>WORK PROGRAMME UPDATE</b>	91 - 94
	To review the work programme for the committee.	
<b>13.</b>	<b>DATE OF THE NEXT MEETING</b>	
	<a href="#">Monday 21 November 2022, 2.00 pm</a>	