

Agenda

Audit and Governance Committee

Date: **Wednesday 18 September 2024**

Time: **2.00 pm**

Place: **Conference Room 1, 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 Jen Preece, Democratic Services Officer on 01432 261699 or e-mail jennypreece@herefordshire.gov.uk in advance of the meeting.

Agenda for the meeting of the Audit and Governance Committee

Membership

Chairperson **Councillor David Hitchiner**

Vice-chairperson **Councillor Mark Woodall**

Councillor Chris Bartrum

Councillor Frank Cornthwaite

Councillor Peter Hamblin

Councillor Robert Highfield

Councillor Aubrey Oliver

Agenda

		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 of any councillor 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 interest in respect of items on the agenda.</p>	
4.	<p>MINUTES</p> <p>To approve and sign the minutes of the meeting held on Tuesday 23 July 2024</p>	11 - 16
<p>HOW TO SUBMIT QUESTIONS</p> <p>Deadline for receipt of questions is 5pm on Thursday 12 September 2024.</p> <p>Questions must be submitted to councillorservices@herefordshire.gov.uk.</p> <p>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 www.herefordshire.gov.uk/getinvolved</p>		
5.	<p>QUESTIONS FROM MEMBERS OF THE PUBLIC</p> <p>To receive any questions from members of the public.</p>	
6.	<p>QUESTIONS FROM COUNCILLORS</p> <p>To receive any questions from councillors.</p>	
7.	<p>ANNUAL REVIEW OF THE COUNCIL'S INFORMATION REQUESTS & COMPLAINTS 2023/24</p> <p>To inform the committee of performance in the areas of complaints, data incidents and requests for information made to the council over the municipal year 2023/24.</p>	17 - 24
8.	<p>UPDATE TO RISK MANAGEMENT ARRANGEMENTS</p> <p>To provide an update on the council's approach to risk management arrangements and present the revised Draft Risk Management Strategy.</p>	25 - 44
9.	<p>2023/24 EXTERNAL AUDIT FINDINGS REPORT</p> <p>To consider the external audit findings report for the year ended 31 March 2024.</p> <p>N.B Appendix 1: The Audit Findings (ISA260) Report for Herefordshire Council year ended 31 March 2024 – papers to follow.</p>	45 - 48

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| 10. ANNUAL GOVERNANCE STATEMENT 2023/24 | 49 - 52 |
| <p>To seek the view of the committee as to whether the Annual Governance Statement (AGS) for 2023/24 properly reflects the internal control environment the council is operating in and the appropriateness of actions identified to improve.</p> <p>N.B Appendix 1: Annual Governance Statement 2023/24 – papers to follow.</p> | |
| 11. 2023/24 STATEMENT OF ACCOUNTS | 53 - 56 |
| <p>To approve the 2023/24 Statement of Accounts and associated letter of representation from Grant Thornton, the external auditors.</p> <p>N.B Appendix 1: Statement of Accounts 2023/24 and Appendix 2: Letter of representation for 2023/24 – papers to follow.</p> | |
| 12. EXTERNAL AUDITOR'S ANNUAL REPORT 2023/24 | 57 - 60 |
| <p>To present to the Audit and Governance Committee the External Auditor's Annual Report 2023/24 for information and discussion.</p> <p>N.B Appendix 1 Auditor's Annual Report on Herefordshire Council 2023/24 – papers to follow.</p> | |
| 13. WORK PROGRAMME | 61 - 64 |
| <p>To consider the work programme for the committee.</p> | |
| 14. DATE OF NEXT MEETING | |
| <p>Tuesday, 29 October 2024, 2pm.</p> | |