



James Ellis
Head of Legal and Democratic
Services

MEETING : AUDIT AND GOVERNANCE COMMITTEE
VENUE : PLEASE NOTE THAT THIS MEETING WILL BE HELD
VIRTUALLY ON ZOOM
DATE : TUESDAY 28 JULY 2020
TIME : 7.00 PM

PLEASE NOTE TIME AND VENUE

MEMBERS OF THE COMMITTEE

Councillor Mark Pope (Chairman)
Councillors A Alder, L Corpe, R Fernando, A Huggins, T Stowe (Vice-Chairman) and A Ward-Booth

Substitutes

Conservative Group: Councillors J Burmicz

(Note: Substitution arrangements must be notified by the absent Member to Democratic Services 24 hours before the meeting)

CONTACT OFFICER: WILLIAM TROOP
01279 502173

william.troop@eastherts.gov.uk

This agenda has been printed using 100% recycled paper

DISCLOSABLE PECUNIARY INTERESTS

1. A Member, present at a meeting of the Authority, or any committee, sub-committee, joint committee or joint sub-committee of the Authority, with a Disclosable Pecuniary Interest (DPI) in any matter to be considered or being considered at a meeting:
 - must not participate in any discussion of the matter at the meeting;
 - must not participate in any vote taken on the matter at the meeting;
 - must disclose the interest to the meeting, whether registered or not, subject to the provisions of section 32 of the Localism Act 2011;
 - if the interest is not registered and is not the subject of a pending notification, must notify the Monitoring Officer of the interest within 28 days;
 - must leave the room while any discussion or voting takes place.
2. A DPI is an interest of a Member or their partner (which means spouse or civil partner, a person with whom they are living as husband or wife, or a person with whom they are living as if they were civil partners) within the descriptions as defined in the Localism Act 2011.
3. The Authority may grant a Member dispensation, but only in limited circumstances, to enable him/her to participate and vote on a matter in which they have a DPI.

4. It is a criminal offence to:

- fail to disclose a disclosable pecuniary interest at a meeting if it is not on the register;
- fail to notify the Monitoring Officer, within 28 days, of a DPI that is not on the register that a Member disclosed to a meeting;
- participate in any discussion or vote on a matter in which a Member has a DPI;
- knowingly or recklessly provide information that is false or misleading in notifying the Monitoring Officer of a DPI or in disclosing such interest to a meeting.

(Note: The criminal penalties available to a court are to impose a fine not exceeding level 5 on the standard scale and disqualification from being a councillor for up to 5 years.)

Public Attendance

Public accessibility – livestream on East Herts Council’s YouTube Channel. East Herts Council provides for public attendance at its virtual meetings and will livestream and record this meeting. The livestream will be available during the meeting at this link:
<https://www.youtube.com/user/EastHertsDistrict/live>

If you would like further information, email democratic.services@eastherts.gov.uk or call the Council on 01279 655261 and ask to speak to Democratic Services.

To obtain a copy of the agenda, please note the Council does not generally print agendas, as it now has a paperless policy for all Members. If you are able to, you can use the mod.gov app to access, annotate and keep all committee paperwork on your mobile device. Visit <https://www.eastherts.gov.uk/article/35542/Political-Structure> for details.

AGENDA

1. Apologies

To receive apologies for absence

2. Minutes - 19 May 2020 (Pages 7 - 18)

To confirm the Minutes of the meeting of the Performance, Audit and Governance Oversight Committee held on Tuesday 19 May 2020

3. Chairman's Announcements

4. Declarations of Interest

To receive any Members' declarations of interest

5. Cyber Security - presentation by Helen Standen and Ruth Luscombe

6. External Audit Fees (Pages 19 - 32)

7. Annual Assurance Statement and Internal Audit Annual Report 2019/20 (Pages 33 - 56)

8. Shared Internal Audit Service Progress Report (Pages 57 - 74)

9. Shared Anti-Fraud Service Update - Annual Report 2019/20 (Pages 75 - 128)

10. General Fund Revenue and Capital Outturn (Pages 129 - 144)

11. Draft Statement of Accounts 2019/20 (Pages 145 - 262)

12. Annual Governance Statement (Pages 263 - 280)

13. Work Programme Proposals 2020-21 (Pages 281 - 292)

14. Urgent Items

To consider such other business as, in the opinion of the Chairman of the meeting, is of sufficient urgency to warrant consideration and is not likely to involve the disclosure of exempt information.