



Worcester
CITY COUNCIL

AUDIT AND GOVERNANCE COMMITTEE

AGENDA

Date: Monday, 23rd November, 2020

Time: 7.00 pm

Venue: Remote Meeting

AUDIT AND GOVERNANCE COMMITTEE

Information for Members of the Public

Due to the current Covid-19 pandemic Worcester City Council will be holding this meeting in accordance with the relevant legislative arrangements for remote meetings of a local authority. For more information please refer to: Local Authorities and Police and Crime Panels (Coronavirus) (Flexibility of Local Authority and Police and Crime Panel Meetings) (England and Wales) Regulations 2020.

Please note that this is a public meeting, conducting remotely by videoconferencing between invited participants and live streamed for general access by audio via the Council's website.

Part I of the Agenda includes items for discussion in public. You can listen to a live audio stream of the meeting via the City Council website www.worcester.gov.uk/councillors-democracy. You have the right to inspect electronic copies of Minutes and reports on this part of the Agenda as well as background documents used in the preparation of these reports. Details of the background papers appear at the foot of each report. Part II of the Agenda (if applicable) deals with items of 'Exempt Information' for which it is anticipated that the public may be excluded from the meeting and neither reports nor background papers are open to public inspection.

Members of the public and press are permitted to report on the proceedings. "Reporting" in the context of this remote meeting includes making an audio recording of the live streamed audio and providing commentary on proceedings. Any communicative method can be used to report on the proceedings, including the internet, to publish, post or share the proceedings.

At the start of the meeting under the item 'Public Participation' up to fifteen minutes in total is allowed for members of the public to present a petition, ask a question or comment on any matter on the Agenda. Participation in remote meetings will extend to video and/or audio participation or written submission read aloud at the appropriate point in the meeting by the Chairman. Participants need to indicate that they wish to take part in a remote meeting by 4.30 p.m. on the last working day before the meeting by telephoning or E-Mailing the officer mentioned below. A Democratic Services Officer will then contact to advise how to participate in the remote meeting, by invitation. Requests to participate received later than this cut-off time may not be accommodated.

If a member of the public chooses to speak at a meeting of the City Council, he/she will be deemed to have given their consent to being recorded and audio being published live to the Council's website. The Chairman of the meeting, can at their discretion, terminate or suspend recording, if in their opinion, continuing to do so would prejudice the proceedings of the meeting or if they consider that continued recording might infringe the rights of any individual, or breach any statutory provision.

If you have any queries about this Agenda, require any details of background papers, or wish to discuss the arrangements for public participation please contact Julian Pugh, Democratic Services Administrator, Democratic Services, Guildhall, Worcester WR1 2EY Telephone: 01905 722027 (direct line). E-Mail Address: committeeadministration@worcester.gov.uk

This agenda can be made available in large print, braille, on PC disk, tape or in a number of ethnic minority languages. Please contact the above-named officer for further information.

Audit and Governance Committee
Monday, 23 November 2020

Members of the Committee:-

Chairman: Councillor Alan Amos (C)
Vice-Chairman: Councillor Jenny Barnes (LCo)

Councillor Patricia Agar (LCo)
Councillor Nida Hassan (C)
Councillor Stephen Hodgson (C)

Councillor Neil Laurenson (G)
Councillor Andrew Roberts (C)
Councillor Richard Udall (L)

C= Conservative G = Green L = Labour LCo = Labour and Co-operative
LD = Liberal Democrat

AGENDA

Part 1
(ITEMS FOR DISCUSSION AND DECISION IN PUBLIC)

1. **Appointment of Substitutes**
To receive details of any Member nominated to attend the meeting in place of a Member of the Committee.
2. **Declarations of Interest**
To receive any declarations of interest.
3. **Public Participation**
Up to a total of fifteen minutes can be allowed, each speaker being allocated a maximum of five minutes, for members of the public to present a petition, ask a question or comment on any item on the Agenda or within the remit of the Committee.
4. **Minutes**
Page(s): 1 - 6
Of the meeting held on 29th July 2020 to be approved and signed.
5. **External Audit Report, Letter of Representation and Statement of Accounts**
Ward(s): All Wards
Contact Officer: Mark Baldwin, Head of Finance
Tel: 01905 722007

Report to follow.
6. **Audit and Governance Committee Annual Report**
Page(s): 7 - 14
Ward(s): All Wards

Contact Officer: Sian Stroud, Deputy Director - Governance
Tel: 01905 722017

1. That the Committee approve the Audit and Governance Committee Annual Report 2019/20; and
2. That the Annual Report be submitted to Council for information.

7. **Internal Audit Progress Report 2020/21**

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Ward(s): All Wards

Contact Officer: Andy Bromage, Head of Internal Audit Shared Service
Tel: 01905 722051

That the Committee note the report.

8. **Any Other Business**

Which in the opinion of the Chairman is of sufficient urgency as to warrant consideration.

9. **Item Involving the Disclosure of Exempt Information**

The Committee are invited to pass the following resolution:-

That under Section 100A(4), the press and public be excluded from the meeting for the following item of business on the grounds that it involves the likely disclosure of information defined in Schedule 12A of the said Act.

PART II
(ITEM FOR DISCUSSION AND DECISION IN PRIVATE)

10. **Minutes (Exempt)**

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Of the meeting held on 29th July 2020 to be approved and signed.