

# **Governance & Constitution Committee**

## **Agenda**

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**Date:** Thursday, 25th June, 2009  
**Time:** 3.00 pm  
**Venue:** Committee Suite 1,2 & 3, Westfields, Middlewich Road,  
Sandbach CW11 1HZ

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The agenda is divided into 2 parts. Part 1 is taken in the presence of the public and press. Part 2 items will be considered in the absence of the public and press for the reasons indicated on the agenda and at the foot of each report.

### **PART 1 – MATTERS TO BE CONSIDERED WITH THE PUBLIC AND PRESS PRESENT**

1. **Apologies for Absence**

2. **Declarations of Interest**

To provide an opportunity for Members and Officers to declare any personal and/or prejudicial interests in any item on the agenda

3. **Public Speaking Time/Open Session**

In accordance with Procedure Rules Nos.11 and 35 a total period of 10 minutes is allocated for members of the public to address the Committee on any matter relevant to the work of the Committee. Individual members of the public may speak for up to 5 minutes but the Chairman will decide how the period of time allocated for public speaking will be apportioned where there are a number of speakers.

Note: In order for officers to undertake any background research it would be helpful if questions were submitted at least one working day before the meeting.

4. **Minutes of Previous Meeting** (Pages 1 - 8)

To approve the Minutes of the meeting held on 21 May 2009.

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Please contact	Paul Mountford, Democratic Services
Tel:	01270 529749
E-Mail:	paul.mountford@cheshireeast.gov.uk with any apologies or requests for further information or to give notice of a question to be asked by a member of the public

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5. **Final Accounts 2008/09** (Pages 9 - 18)

To approve the Draft Statement of Accounts 2008/09 by 30 June 2009 in accordance with the Accounts and Audit Regulations 2003 as amended by the Accounts and Audit (Amendment) Regulations 2006.

6. **Audit Commission Audit Fee 2009/10** (Pages 19 - 26)

To present to Members the Audit Commission's draft Cheshire East Audit fee letter for 2009/10.

7. **Terms of Reference for Internal Audit** (Pages 27 - 32)

To consider the suggested Terms of Reference for the Internal Audit function at Cheshire East Council.

8. **Draft Risk Management and Business Continuity Strategies** (Pages 33 - 52)

To consider the Risk Management and Business Continuity Strategies detailed in the report.

9. **Amendments to Finance and Contract Procedure Rules** (Pages 53 - 60)

To present proposed amendments to the Finance and Contract Procedure Rules.

10. **Additional Functions – Head of Safer and Stronger Communities** (Pages 61 - 66)

To consider the addition of legislation to the Appendix to Part 3 of the Constitution, to enable Officers to discharge the Council's environmental health functions.