

# **Audit and Governance Committee**

## **Agenda**

---

**Date:** Tuesday, 31st January, 2012  
**Time:** 2.00 pm  
**Venue:** Committee Suite 1, 2 & 3, Westfields, Middlewich Road,  
Sandbach CW11 1HZ

---

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 period of 10 minutes is allocated for members of the public to address the meeting on any matter relevant to the work of the meeting. Individual members of the public may speak for up to 5 minutes but the Chairman or person presiding will decide how the period of time allocated for public speaking will be apportioned where there are a number of speakers. Members of the public are not required to give notice to use this facility. However, as a matter of courtesy, a period of 24 hours' notice is encouraged.

Members of the public wishing to ask a question at the meeting should provide at least three clear working days' notice in writing and should include the question with that notice. This will enable an informed answer to be given.

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

To approve the minutes of the meeting held on 29<sup>th</sup> September 2011.

5. **Annual Audit Letter** (Pages 9 - 26)

To consider a summary of the Audit Commission findings from the 2010-11 audit.

6. **Audit Committee Update** (Pages 27 - 40)

To consider an update from the Audit Commission on progress in delivering their responsibilities.

7. **Audit Plan 2011-12** (Pages 41 - 64)

To receive and comment on the Audit Plan for 2011-12.

8. **Statement of Accounts for 2011-12: Progress Report** (Pages 65 - 70)

To consider progress with the preparation of the Statement of Accounts for 2011/12.

9. **Compliance with Data Protection Act 1998, Freedom of Information Act 2000 and Environmental Regulations 2004** (Pages 71 - 74)

To consider an update on how Cheshire East Council fulfils its obligations under Data Protection (DP) and Freedom of Information (FOI) legislation (including the Environmental Information Regulations).

10. **Annual Governance Statement (AGS) - 2011/12 Process and Update on 2010/11 Action Plan** (Pages 75 - 86)

To consider:

1. a process for the production of the Annual Governance Statement for 2011-12;  
and
2. progress against the 2010-11 Action Plan.

11. **Compliance with International Auditing Standards** (Pages 87 - 100)

To consider a report on compliance with international auditing standards which will form the basis of a written response to the Council's External Auditors.

12. **Internal Audit 2011/12 Interim Report** (Pages 101 - 110)

To update the Committee on progress against the Internal Audit Plan 2011/12, to report any revisions to the plan, and to summarise work during the second and third quarters of 2011/12.

13. **Risk Management Update Report** (Pages 111 - 118)

To provide a summary of the key corporate risks and risk management work undertaken since the previous meeting.

14. **Work Plan** (Pages 119 - 128)

To consider an updated Work Plan.

**THERE ARE NO PART 2 ITEMS**