

# Audit and Governance Committee

## Agenda

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**Date:** Thursday, 28th November, 2013  
**Time:** 10.00 am  
**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 disclosable pecuniary and non-pecuniary 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.

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.

It is not required to give notice of the intention to make use of public speaking provision, however, as a matter of courtesy, a period of 24 hours notice is encouraged.

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For requests for further information

**Contact:** Cherry Foreman

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4. **Minutes of Previous meeting** (Pages 1 - 12)

To approve the minutes of the meeting held on 27 September 2013.

As previously requested by the Committee details of progress with actions arising from the minutes are appended to the minutes for information; any further updates will be reported at the meeting.

5. **Annual Report 2012/13** (Pages 13 - 36)

To consider the draft Annual Report 2012/13 of the Audit and Governance Committee, prior to its submission to Council in December.

6. **Annual Audit Letter 2012/13** (Pages 37 - 52)

To consider a report on the External Auditors' findings from the 2012/13 audit of the Council's financial statements, arrangements to secure value for money and the certification of grant claims and returns.

7. **2012/13 Audit Findings and Action Plan** (Pages 53 - 64)

To consider the management response to the 2012/13 Audit Findings Report presented to the Committee on 28 September.

8. **External Audit Update** (Pages 65 - 80)

To consider an update from the External Auditors Grant Thornton on progress in delivering their responsibilities.

9. **Governance Framework, Code of Corporate Governance and the Annual Governance Statement - Update** (Pages 81 - 104)

To consider an update to the Council's Code of Corporate Governance and ongoing work in that area; progress in relation to the Annual Governance Statement (AGS) 2012/13 Emerging Issues and Action Plan; and to agree the process for the production of the 2013/14 AGS.

10. **Internal Audit Interim Report 2013/14** (Pages 105 - 126)

To consider an update on progress against the Internal Audit Plan 2013/14 and revisions to it, and a summary of work during the first half of 2013/14.

11. **Internal Audit Charter** (Pages 127 - 136)

To consider adopting an Internal Audit Charter in accordance with Public Sector Internal Audit Standards and the relevant Local Government Application Note.

12. **Anti-Fraud and Corruption Arrangements - Update** (Pages 137 - 144)

To consider progress made in implementing key actions to ensure that arrangements are in place to protect the Council against the threat of fraud.

13. **Annual Report of Corporate Complaints and the Local Government Ombudsman's Annual Review 2012/13** (Pages 145 - 156)

To consider a summary of the complaints received by the Council, and of cases concerning Cheshire East Council dealt with by the Local Ombudsman during the same period.

14. **Work Plan 2013/14** (Pages 157 - 164)

To consider the work plan for the Committee for 2013/14, and any amendments that may be needed.