

# CHESHIRE EAST

## Governance and Constitution Committee

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**Date:** 16<sup>th</sup> April 2009  
**Report of:** Democratic Services Manager  
**Title** Governance and Constitution Work Plan

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### **1.0 Purpose of Report**

- 1.1 To present to the Committee an updated Work Plan for consideration.

### **2.0 Recommendations**

- 2.1 That the Committee:
- (1) note the current detail of the Work Plan; and
  - (2) note that this will be developed and periodically brought back to the Committee for approval.

### **3.0 Implications for Transitional Costs**

- 3.1 There are no implications for transitional costs.

### **4.0 Background and Information**

- 4.1 It has been agreed that the Committee should have a programme of work which provides for periodic reports to be made upon the development and review of the Constitution and other key governance-related matters.
- 4.2 Appendix A is the current version of the Work Plan. The details contained in it represent the timescales within which reports are proposed to be brought to the Committee. Information has also been added to show the current status of each work area.
- 4.3 It has previously been accepted that the timescales within the Work Plan need to be flexible in order to account for work priorities, changes in legislation etc. It will therefore be important for the Committee to receive regular reports with updates of the Work Plan.

## **5.0 Conclusion**

5.1 The Committee is asked to note the current version of the Work Plan as the basis for its work, and that the Work Plan will be developed and periodically brought back to the Committee for approval.

### **For further information:-**

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### **Background Documents:- Nil**

*Documents are available for inspection at the Cheshire East Support Office:*

Westfields  
Middlewich Road  
Sandbach

And at [www.cheshireeast.gov.uk](http://www.cheshireeast.gov.uk)

## Appendix A

	<b>Work Area</b>	<b>Current status</b>
16.04.09	<ul style="list-style-type: none"> <li>• Questions/statements by Members and members of public</li> <li>• Cabinet issues eg Key Decisions</li> <li>• Councillor Call for Action</li> <li>• Audit-related matters</li> </ul>	
21.05.09	<ul style="list-style-type: none"> <li>• Internal Audit Plan 2009/10</li> </ul>	
25.06.09	<ul style="list-style-type: none"> <li>• Draft Statutory Accounts</li> <li>• Update on National Fraud Initiative</li> </ul>	
28.09.09	<ul style="list-style-type: none"> <li>• Update on risk management and business continuity</li> <li>• Approve audited statutory accounts and reports from external auditor</li> </ul>	
19.11.09	<ul style="list-style-type: none"> <li>• Update on internal audit plan</li> </ul>	
28.01.10	<ul style="list-style-type: none"> <li>• Update on whistle-blowing, anti-fraud/corruption and other strategy documents</li> </ul>	
25.03.10	<ul style="list-style-type: none"> <li>• Update on corporate governance and risk management</li> <li>• Update on accounting policy/final accounting issues 2009/10 (if needed)</li> <li>• Receive annual audit and inspection letter/results of organisational assessment</li> </ul>	

**NB: reports will periodically be brought to the Committee on a range of constitutional matters, as and when the need arises.**