

Audit and Governance Committee

Agenda

Date: Thursday, 29th September, 2011
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 - 10)

To approve the minutes of the meeting held on 30th June 2011.

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5. **2010-11 Annual Governance Report** (Pages 11 - 12)
To consider the Annual Governance Report 2010-11.
6. **Annual Governance Statement (AGS) 2010/11** (Pages 13 - 34)
To approve the Annual Governance Statement 2010/11 for signature by the Leader of the Council and the Chief Executive.
7. **Internal Audit Plan 2011/12 and Update Report** (Pages 35 - 46)
To update the Audit and Governance Committee on progress against the Internal Audit Plan 2011/12, revisions to the plan and to summarise work during the first quarter of 2011/12.
8. **Risk Management Update Report** (Pages 47 - 52)
To provide a summary of the key corporate risks and risk management work undertaken since the last report.
9. **Annual Report of Corporate Complaints and Local Government Ombudsman's Annual Review for the year ended 31st March 2011** (Pages 53 - 56)
To consider a summary of the complaints received by Cheshire East Council and also those dealt with by the Local Government Ombudsman about Cheshire East Council for the period 1st April 2010 to 31st March 2011.
10. **Breach of the Council's Contract Procedure Rules** (Pages 57 - 62)
To consider a report regarding a breach of the Council's Contract Procedure Rules, outlining the reasons for the non-compliance and the steps taken to prevent a re-occurrence.
11. **Work Plan** (Pages 63 - 76)
To present an updated Work Plan for the Committee's consideration.

(There are no Part 2 items)