

Audit and Governance Committee

Agenda

Date: Tuesday, 27th March, 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 - 6)

To approve the minutes of the meeting held on 31st January 2012.

5. **Certification of Claims and Returns - Annual Report** (Pages 7 - 22)

To consider a summary of the key findings identified during the Audit Commission's certification process for 2010-11 specific grant income.
6. **Internal Audit Plan 2012/13** (Pages 23 - 28)

To receive and approve the Internal Audit Plan for 2012/13.
7. **Audit Committee Self-Assessment** (Pages 29 - 34)

To consider a report on the results of a self-assessment of the effectiveness of the Audit and Governance Committee.
8. **Risk Management Update Report** (Pages 35 - 44)

To consider an update report on risk management.
9. **Business Continuity Management Update** (Pages 45 - 48)

To consider a proposed way forward for the future delivery of the Business Continuity Management function.
10. **Whistleblowing Policy** (Pages 49 - 54)

To consider an update on the effectiveness of the Council's Whistleblowing Policy and a breakdown of the number of reports received during 2011/12.
11. **Work Plan** (Pages 55 - 62)

To consider an updated Work Plan.

THERE ARE NO PART 2 ITEMS