

Audit and Governance Committee

Agenda

Date:	Thursday, 15th March, 2018
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 top of each report.

It should be noted that Part 1 items of Cheshire East Council decision making and Overview and Scrutiny meetings are audio recorded and the recordings will be uploaded to the Council's website.

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 paragraph 2.32 of the Committee Procedural Rules and Appendix 7 to the Rules 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 body in question.

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.

For requests for further information

Contact: Cherry Foreman

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E-Mail: cherry.foreman@cheshireeast.gov.uk with any apologies

4. **Minutes of Previous meeting** (Pages 5 - 10)

To approve the minutes of the meeting held on 7 December 2017 as a correct record.

5. **External Audit Plan 2016/17 - Update**

The External Auditor will give an oral update in relation to the 2016/17 external audit report and other issues.

6. **External Audit Plan 2017/18** (Pages 11 - 32)

To receive and comment on the External Auditors planned work for the audit of financial statements and the value for money conclusion for 2017/18.

7. **Arrangements for the Appointment of External Auditors** (Pages 33 - 36)

To report on the appointment of the Council's External Auditors following the Public Sector Audit Appointments Process Ltd process.

8. **Members Code of Conduct: Standards Report** (Pages 37 - 44)

To note the numbers and outcomes of complaints made under the Code of Conduct for Members between 1 September 2017 and the end of February 2018. There are two reports in order to take into account those received under the Member Code of Conduct 2012, and those under the newly introduced Code for 2018.

9. **Informing the Risk Assessment for Cheshire East Council** (Pages 45 - 48)

To consider the managements responses to questions posed by the External Auditor.
Appendix A is to follow.

10. **Risk Management Update** (Pages 49 - 68)

To receive an update on risk management and business continuity activity in the Council. This will include a briefing on the management of risk in respect of contract and relationship management.

11. **Internal Audit Interim Report** (Pages 69 - 76)

To consider a summary of Internal Audit work undertaken between October and December 2017.

12. **Internal Audit Plan 2018/19** (Pages 77 - 100)

To approve the summary risk based Internal Audit Plan for 2018/19.

13. **General Data Protection Regulations**

To Committee will receive a presentation on the readiness of the Council to meet the requirements of the Data Protection Regulations.

14. **The Council's Whistleblowing Arrangements and New Policy - Update** (Pages 101 - 132)

To receive a report on the outcome of the review undertaken by Public Concern at Work, including details of recommended actions and improvements, and to consider a proposed Policy.

15. **Capital, Treasury Management and Investment Strategies - Update** (Pages 133 - 136)

To receive a report on changes in the requirements relating to these Strategies.

16. **The Audit and Governance Committee Work Plan** (Pages 137 - 160)

To consider the forthcoming Work Plan for 2018/19, to ensure comprehensive coverage of the Committee's responsibilities.

17. **Contract Procedure Rule Non-Adherences** (Pages 161 - 168)

To receive an update on the quantity and reasons for non-adherences approved since 1 December 2017.

18. **Exclusion of the Press and Public**

The report relating to the remaining item on the agenda has been withheld from public circulation and deposit pursuant to Section 100(B)(2) of the Local Government Act 1972 on the grounds that the matters may be determined with the press and public excluded.

The Committee may decide that the press and public be excluded from the meeting during consideration of the following item pursuant to Section 100(A)4 of the Local Government Act 1972 on the grounds that it involves the likely disclosure of exempt information as defined in Paragraphs 1 and 2 of Part 1 of Schedule 12A to the Local Government Act 1972 and public interest would not be served in publishing the information.

PART 2 – MATTERS TO BE CONSIDERED WITHOUT THE PUBLIC AND PRESS PRESENT

19. **Contract Procedure Rules Non-Adherences**

To note the approved WARNs issued since 1 December 2017.