

# **Audit and Governance Committee**

## **Agenda**

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**Date:** Thursday, 31st May, 2018  
**Time:** 2.00 pm  
**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 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.

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For requests for further information

**Contact:** Cherry Foreman

**Tel:** 01270 686463

**E-Mail:** [cherry.foreman@cheshireeast.gov.uk](mailto:cherry.foreman@cheshireeast.gov.uk) with any apologies

4. **Minutes of Previous meeting** (Pages 5 - 12)

To approve the minutes of the meeting held on 15 March 2018 as a correct record.

5. **External Audit Progress and Update Report** (Pages 13 - 40)

To consider and comment on the progress report and sector update, and a report on an objection to the 2016/17 accounts.

6. **Internal Audit Annual Report 2017/18** (Pages 41 - 66)

To consider the Internal Audit Annual Report, and the opinion on the Council's framework of risk management and control for 2017/18.

7. **Compliance with the Freedom of Information Act (2000), Environmental Information Regulations (2004) and the Data Protection Act 1998** (Pages 67 - 74)

To note the performance of the Council in responding to requests for information under the above Acts.

8. **Compliance with the Regulation of Investigatory Powers Act 2000** (Pages 75 - 78)

To consider an update on the performance of the Council in respect of the above Act.

9. **Customer Feedback - Complaints, Compliments and Referrals to the Local Government Ombudsman 2017/18** (Pages 79 - 94)

To note and comment on the report for 2017/18.

10. **Annual Audit and Governance Committee Self Assessment** (Pages 95 - 118)

To consider the self assessment and actions, and to determine any amendments.

11. **Annual Risk Management Update** (Pages 119 - 136)

To consider and review the annual report on risk management.

12. **Draft Pre-Audit Statement of Accounts 2017/18** (Pages 137 - 142)

To note the summarised position of the accounts for the year ended 31 March 2018.

*There will be a presentation of the accounts at the meeting.*

13. **Draft Annual Governance Statement 2017/18** (Pages 143 - 188)

To consider and comment upon the draft Annual Governance Statement.

14. **Information Governance Update** (Pages 189 - 194)

To note the Information Assurance and Data Management Team's activities and progress in delivery of Information Governance.

15. **Audit and Governance Committee Work Plan 2018/19** (Pages 195 - 226)

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

16. **Contract Procedure Rule Waivers and Non-Adherences** (Pages 227 - 232)

To receive an update on the quantity and reasons for non-adherences approved between 1 February and 31 March 2018.

17. **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 it 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**

18. **Contract Procedure Rule Waivers and Non-Adherences**

To note the approved WARNs issued since 1 February 2018.