

Audit & Governance Committee Work Plan

Committee Date/Agenda Item	Description
31 January 2013	
Action Plan arising from Internal Audit Report into Waste Transfer Station.	The Committee considered progress in implementing the action plan approved at the previous meeting. It was resolved that progress be noted and that an update report on programme and project management be submitted at the next meeting, addressing any minor issues not completed as part of the January update.
Annual Governance Report Action Plan – Progress Report and Annual Audit Letter 2011/12	The Committee considered progress with the Annual Governance Report Action Plan. The Committee noted the AGR Action Plan and the positive endorsement on its progress in the Annual Audit Letter and the further improvements put in place to date.
Risk Management Update Report	The Committee noted the update report on risk management and resolved that a further suitable corporate risk be identified at the next meeting for detailed consideration.
External Audit Fees and Audit Fee Letter 2012/13	The Committee considered the Annual Audit Fee Letter and received a presentation on the new audit arrangements.
2012/13 Statement of Accounts – Progress Report	The Committee considered and noted an update report on the preparation of the Statement of Accounts for 2012/13.
Annual Governance Statement (AGS) – 2012/13 Process and Update on 2011/12 Action Plan	The Committee endorsed the process for the production of the 2012/13 AGS and noted the progress against the 2011/12 AGS Action Plan.
Treasury Management Strategy and MRP Statement 2013/14	The Committee noted the Treasury Management Strategy and Minimum Revenue Provision Statement for 2013/14.
Compliance with Data Protection Act (1998), Freedom of Information Act (2000) and Environmental Information regulations (2004)	The Committee noted the arrangements in place to ensure compliance with the legislation.
Annual Report of Corporate Complaints and Local Government Ombudsman's Annual for the Year Ended 31 March 2012	The Committee noted a summary of the complaints received by Cheshire East Council and those dealt with by the Local Government Ombudsman.
Internal Audit Interim Report 2012/13	The Committee considered progress against the Internal Audit Plan, noted the

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	issues identified and endorsed the approach to achieving adequate audit coverage in the remainder of 2012/13.
Work Plan	The Committee considered and noted the updated Work Plan. Changes to the plan are noted in the main body of this report.
28 March 2013	
External Audit – Certification of Claims & Returns	Annual report on the issues, amendments and qualifications arising from certification work of grant claims and returns.
External Audit Plan NEW	To receive and comment on the external auditor's plan which sets out the work for the 2012/13 audit.
Internal Audit Plan 13/14	To consider and approve the risk based Internal Audit Plan for 2013/14.
Audit Committee Self Assessment	Self assessment of the effectiveness of the Committee, which feeds into the AGS process.
Whistleblowing Policy Update	Periodic assurance on the effective operation of the Council's Whistleblowing Policy.
Risk Management Update Report	Update report on the Council's Risk Management process.
Update on Programme and Project Management and Other Compliance Issues NEW	Update report on Programme and Project Management.
Regulation of Investigative Powers Act (RIPA)	Any potential updates of the requirements of the RIPA legislation and actions to ensure the Council complies.
Work Plan	Forward looking programme of meetings and agenda items to ensure comprehensive coverage of the Committee's responsibilities.
27 June 2013	
External Audit – Progress Report 12/13	External Audit to report progress against their 12/13 Plan
Draft Statement of Accounts 12/13 Update	Process and timetable for the approval of the 12/13 Draft Statement of Accounts
Draft Annual Governance Statement (AGS)	Draft AGS 12/13 for comment/agreement; final version to be approved at

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Committee Date/Agenda Item	Description
12/13	September meeting.
Internal Audit Annual Report 12/13	Opinion on the overall adequacy and effectiveness of the Council's control environment for 12/13
Corporate Risk Management Group Annual Report 12/13 & Risk Management Policy Review <i>including Risk Owner Mitigation Plan</i>	Annual Report of the Corporate Risk Management Group, an update of the Risk Management Policy and attendance by a Corporate Risk Owner to explain their mitigation plan.
Compliance with International Auditing Statements	To comply with International Auditing Standards, each year the Council's External Auditors are required to refresh their understanding of how the Audit and Governance Committee gain assurance over management processes and arrangements.
Internal Audit Terms of Reference and Strategy	Results of a review of the current Internal Audit Terms of Reference and Internal Audit Strategy against the Public Sector Internal Audit Standards (PSIAS) and CIPFA guidance.
Work Plan	Forward looking programme of meetings and agenda items to ensure comprehensive coverage of the Committee's responsibilities
	<i>The following items may, subject to requirement, be presented to the Committee.</i>
Insurance	Where necessary, overseeing and agreeing the arrangements for Members to be indemnified for and insured against risks and liabilities arising from the performance of their duties as Members of the Council, and as the Council's representatives on outside bodies.
Anti Money Laundering	Consideration of any updates to the Anti Money Laundering Policy and assurance from management that measures are operating effectively.
Training for Standards Hearings NEW	Hearings training for panel members.